

## INFORMATION FOR VENDING AT MADISON KNITTERS' GUILD MEETINGS

Vendors provide an interesting and enjoyable experience for our members, who are always eager to see the latest yarns, patterns, tools, and other knitterly things. At the same time, vending at a Guild meeting provides excellent exposure for your business. Our hope is that it be rewarding for you financially as well.



There is space for two (2) vendors at each of the eight (8) meetings from September 2017 through April 2018. Occasionally, there may be a third vendor associated with a speaker. Many members arrive early each month to shop before the meeting begins, and shop more during the 15-20 minute break and again briefly after the meeting ends.

**Where:** Guild meetings are held at Promega's Biopharmaceutical Technology Center (BTC), 5445 E. Cheryl Parkway, Fitchburg, WI 53711

**Date:** The 2017-18 meetings will be held the following Mondays:

September 12, 2017	November 13, 2017	January 8, 2018	March 12, 2018
October 9, 2017	December 11, 2017	February 12, 2018	April 9, 2018

**Time:** Vendor set up starts at 4:30 pm; sales start at 5:00 pm; the Guild Meetings start at 6:30 pm and ends around 8:30 p.m. All Guild members and guests must vacate Promega BTC by 8:55 pm.

**Who Can Vend:** The MKG policy requires that Guild meeting vendors must be selected from the Annual Advertisers. Those interested in vending should complete the [2017-18 Annual Advertiser online form](#) and submit payment by July 14, 2017.

**Cost:** There is no charge for vendor space. In lieu of a fee, we request a donation(s) with a total retail value of approximately \$50 to be given as door prize(s) at the end of the meeting. Donation(s) may be in the form of goods or gift card with an expiration date of no less than one year from the date of the meeting.

**Guild Meeting Vendor Selection:** Vendors will be selected from those indicating an interest on the [2017-18 Annual Advertiser online form](#) submitted on or before July 14, 2017. To be as fair as possible, the following process is used: The first vendor selected will have the first choice of the meeting dates, the second vendor selected will have next choice of available meeting dates, and so on. We will start contacting the selected businesses after the July 14<sup>th</sup> deadline and go through the list until all slots are filled, which may take several days. We hope to accommodate all those interested, but demand often exceeds the 16 vendor slots.

**Questions?** Please email Terry Rutlin at [advertising@madisonknittersguild.org](mailto:advertising@madisonknittersguild.org) or call 608-512-9619.