

INFORMATION FOR VENDING AT MADISON KNITTERS' GUILD MEETINGS



Vendors provide an interesting and enjoyable experience for our members, who are always eager to see (and buy!) 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.

Historically there have been two vendors at each of the nine monthly meetings from September through May. There may have been a third vendor associated with a speaker. Due to increased interest and a desire to accommodate everyone, in 2019-20 there may be months with three vendors. In that case the Guild will work with the vendors involved and try to arrange for complimentary businesses to vend together.

Many members arrive early each month to shop before the meeting begins, and shop more during the 15-20 minute break. Vendors may remain open through the meeting's end, but most members choose not to linger.

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

Dates & Meeting Highlights: The 2019-20 meetings will be held the following Mondays (second Monday of the month):

September 9, 2019	First meeting of the year and generally well attended.
October 14, 2019	
November 11, 2019	
December 9, 2019	Second Chance for Second Harvest yarn sale.
January 13, 2020	
February 10, 2020	Members only meeting due to popular speaker TBA.
March 9, 2020	
April 13, 2020	Member yarn sale.
May 11, 2020	Members only business meeting.

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. with a 20 minute mid-meeting break. 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 [2019-20 Annual Advertiser online form](#) and submit payment by July 10, 2019.

Cost: There is no charge for meeting 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 [2019-20 Annual Advertiser online form](#) **submitted on or before July 10, 2019**. To be as fair as possible, the following process is used: the first vendor selected will have first choice of 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 10th 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 18 vendor slots. If we have more than 18 interested vendors, we may make available three vendors slots at one or more meetings. The Guild will present this option to the vendors before placements are finalized, and we will schedule three vendors meetings for those months we anticipate greatest attendance. If we have a vendor(s) who we cannot accommodate for 2019-20, they will be on the top of the selection list for the 2020-21 Guild year.

Questions? Please email Theresa Schabes at advertising@madisonknittersguild.org or call 630-207-2254.