

## 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:** Meetings are held the second Monday of the month. **Due to Covid-19, meetings for fall 2020 will be held as video meetings. No decision has yet been made for spring 2021.**

**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 [2020-21 Annual Advertiser online form](#).

**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:** When we are again able to host in-person meetings, vendors will be selected from those indicating an interest on the [2020-21 Annual Advertiser online form](#). 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. If we have a vendor(s) who we cannot accommodate for 2020-21, they will be on the top of the selection list for the 2021-2022 Guild year.

**Questions?** Please email Theresa Schabes at [advertising@madisonknittersguild.org](mailto:advertising@madisonknittersguild.org) or call 630-207-2254.