

BECOME A VENDOR

REGISTRATION INFORMATION

DESCRIPTION OF EVENT

ATTENTION... Registration and Fees Due by March 7, 2024.

Need assistance call Pam at 805-443-8545.

- Luncheon, Tennis/Pickleball Tournament, Live/Silent Auctions and Boutique Shopping – Monday March 18, 2024
- Luncheon and Boutique at Las Posas Country Club, Camarillo
- **Tennis/Pickleball Tournament:** 8:30 a.m. to 11:30 a.m. at Las Posas and Spanish Hills Country Clubs, and other sites.
- **Luncheon/Shopping Event:** 10:30 a.m. to 2:30 p.m. (Lunch at 12:45 p.m.)
- 2022/2023 Meadowlark Service League raised and distributed \$315,000 in grants to 32 Ventura County based non-profit organizations and scholarships for High School graduates. Funds are raised annually from three major events that include A Taste of Camarillo Wine, Brew and Food Festival, Wine Auction Gala/Dinner, and the Charity Luncheon and Tennis/Pickleball Tournament.
- **Luncheon Attendance approximately 150-175 ladies.** Boutique is open to the public from 10:30 a.m. to 2:30 p.m.

VENDOR FEES AND REQUIREMENTS

- **The basic vendor Fee is \$100.** It includes one 8 ft. table OR one rack space. There is an additional fee of \$50 for each extra table and/or rack space requested. For example, a vendor who requires one table and plans to bring two racks would pay \$200 (\$100 for the basic Vendor Fee, which includes the 8 ft. table, and \$100 for the two racks).
- **Percentage:** Vendor to pay 15% of gross sales to Meadowlark Service League at conclusion of event, by cash or check made out to Meadowlark Service League.
- **Electricity must be requested in advance.** There is a charge of \$20 for an electrical connection. Vendor will supply extension cord and your own additional lighting.
- Please bring your own lunch.

VENDOR SHOWCASE: SILENT AUCTION 2024

- **The Silent Auction for 2024 will be dedicated to highlighting each Vendor,** giving each vendor the opportunity to display their product/products AND for the attendees to make direct contact with you during the event.
- **Display signs will be made for each vendor.** We will need a copy of your logo, your contact information and a brief description of your products sent to **Pam Lindeman via text 805-443-8545 or email plindeman51@gmail.com by March 07, 2024.**

- **Silent Auction Item:** Vendor to donate one item (not a gift certificate) that represents your booth (minimum value of \$75) for the Silent Auction. If you are a clothing vendor you can donate accessories. **You must send a detailed description and photo no later than March 07, 2024 to Pam Lindeman via text 805-443-8545 or email plindeman51@gmail.com.** Please bring your silent auction item ready to be displayed the morning of the event.

ADDITIONAL VENDOR INFORMATION/PAYMENT OF FEES

- Space is limited and will be allocated on a first come basis, pending approval by the Vendor Event Chair. (See waiver on the application)
- The registration form is available online at MeadowlarkServiceLeague.org. Print a copy of the form, scan the form and email the form to Pam Lindeman at via text 805-443-8545 or email plindeman51@gmail.com You may also mail a copy of the form to: Pam Lindeman 6454 Corte Tunitas, Camarillo, CA 93012. Request a copy of the application by contacting Pam Lindeman via text 805-443-8545 or email plindeman51@gmail.com.
- **Payment of fees must be made** upon approval of your registration via check made out to Meadowlark Service League and mailed to Pam Lindeman, 6454 Corte Tunitas, Camarillo, CA 93012. Payment must be made by March 7, 2024 to reserve your space.
- **No refunds will be made after March 07, 2024.**
- **Set-up time:** 8 a.m. – 10 a.m., vendors must be set up and ready for business by 10:30 a.m. and remain open until 2:30/3:00 p.m. (lunch will be served at 12:45 p.m. to paid guests only).
- **Meadowlark Service League will provide** tables and table linens and 2 chairs.
- **Vendor is responsible to** collect payment (taxes included) from shoppers. Vendors will supply all merchandise and shopping bags.
- For more information, please contact **Pam Lindeman via text 805-443-8545 or email plindeman51@gmail.com**

VENDOR APPLICATION

- **Go to Become a Vendor for the application.**