

**You are Invited to the 15<sup>th</sup> annual**



**Saturday, April 18, 2020**

**9 am – 4 pm**

**Bakersfield College**

**[www.gardenfestbakersfieldcollege.org](http://www.gardenfestbakersfieldcollege.org)**

**Faculty/Staff Artisan Packet**

Hosted by

Bakersfield College Agriculture

Environmental Horticulture



## 15<sup>th</sup> Annual Garden Fest

### Saturday, April 18, 2020 9 am – 4 pm

**Event:** Bakersfield’s premiere springtime garden event. Garden Fest is an open house featuring the Environmental Horticulture and Agriculture programs that draws thousands of visitors to the Bakersfield College campus for a day of family fun.

**Attendance:** Up to 5,000+ people have attended this event annually.

**Purpose:** To showcase and benefit the educational programs of the event partners.

**Featuring:** Environmental Horticulture’s biggest plant sale of the year.

The Country Garden Seminars with industry professionals who inform and entertain attendees about gardening, floral design, pet care, cooking and more.

Artisan faire, outdoor leisure, farmer’s market, display gardens, fun for the kids.

**Publicity:** Full color posters and flyers  
Websites of the partner’s organizations and Facebook

**Contact:** Lindsay Ono, 661-395-4938 or email: [gardenfest@bakersfieldcollege.edu](mailto:gardenfest@bakersfieldcollege.edu)



# Garden Fest 2020

## Faculty/Staff

### Artisan Guidelines

The Garden Fest Committee looks forward to the opportunity to have your participation at the 15<sup>th</sup> annual Garden Fest. Due to changes in Administrative policy and additional operational requirements of Garden Fest there are new policies, forms and costs.

**Please carefully read the information below as it contains changes in the requirements for booth space as a Faculty/Staff Artisan Vendor.**

#### **Criteria for Participation**

Faculty/Staff participants may sell handcrafted items only at Garden Fest. Home businesses, franchises or mass produced products or services are not allowed. No Faculty/Staff participant is allowed to share booth space with a home business, franchise or service based company. If desired you may participate as a regular vendor and be subject to vendor fees and regulations. Your application must then be submitted on a Vendor Application Form.

#### **Booth Space**

Booth space fees are waived for qualifying Faculty/Staff participants. Tables and chairs rent for \$14.00 per table and \$3.00 per chair. Tables and chairs must be reserved when you turn in

your application. **Tables and chairs will not be available to rent the day of the event.** Booth space location is at the discretion of Garden Fest Officials. You must provide your own canopy.

**Participants are not allowed to change booth space unless approved so by Garden Fest Officials.** Booth must be completed and ready no later than 8:30 am, April 18th.

**Participants may begin moving out at 4:00pm.** Any participant who leaves early will forfeit the waived booth fees for future events and must pay full vendor price.

#### **Booth Location**

Booth location is at the discretion of the Garden Fest Officials. Booth location assignment begins at the time that the earliest booth reservations are received. If you have any special needs or would like a booth with electrical power these locations are assigned as the reservation requests are received.

### **Move In**

You may begin setting up your displays on Friday April 17, 2020, from 12:00 noon to 6:00 pm, and on Saturday April 18, 2020 from 5:00 am to 8:30 am. **Vendor shall not change space location unless approved so by Garden Fest Officials. Booths must be completed and ready no later than 8:30 am April 18th.**

### **Security**

Security will be provided to patrol all night Friday, April 17, 2020. Bakersfield College, Kern Community College District and Garden Fest Officials do not warrant or otherwise insure by this term the exhibits will be free from theft, vandalism or other mishaps before the event. Faculty/Staff expressly waives any and all claims against Bakersfield College, Kern Community College District and Garden Fest which may arise as a result of security staff failing to prevent harm to exhibits or otherwise perform satisfactorily.

### **Check In**

**You will receive an Information Packet 2 weeks before the event.** Immediately upon arrival for set-up, check in at your designated entrance gate with a Garden Fest Official. Student Ambassadors will assist with unloading at the gate and booth location. **No Student Ambassador will assist with building your booth or display. No automobiles are allowed inside the grounds.** You will be directed to parking after check in.

### **Unoccupied Space**

In the event a Faculty/Staff vendor has failed to occupy the space contracted for by 8:30 am, Saturday, April 18, 2020, Garden Fest Officials shall have the right to utilize such space in any manner suited to its purposes. Any participation at future Garden Fest events you will be required to participate as a regular Vendor subject to Vendor fees and regulations.

### **Questions?**

Contact Lindsay Ono at 661-395-4938 or email: [gardenfest@bakersfieldcollege.edu](mailto:gardenfest@bakersfieldcollege.edu)



# Garden Fest 2020 Faculty/Staff Artisan Application

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_ Description of crafts to be sold \_\_\_\_\_

Please place a check next to each criterion of eligibility to participate as a Faculty/Staff Artisan:

1. \_\_\_\_\_ Faculty/Staff must be currently employed by Bakersfield College or KCCD.
2. \_\_\_\_\_ Items sold at Garden Fest are handmade by Faculty/Staff member.
3. \_\_\_\_\_ Items sold must not be offered for sale by the Horticulture Dept. (i.e., plants)
4. \_\_\_\_\_ Faculty/Staff may donate \$20.00 to a fund designated for use by Garden Fest. With Donation you get 1 table and up to 4 chairs free. Faculty/Staff who don't wish to Donate must provide their own tables and chairs or may rent them. Please make checks out to BCEH. All table and chair rentals must accompany application.

Description	Quantity	Cost	Total
# of Booth Spaces		Waived	0
# of tables		\$14.00	
# of chairs		\$3.00	

Total Amount \_\_\_\_\_

Please make check out to BCEH and return with form to Lindsay Ono/ Horticulture Dept.  
Any questions?  
Contact Lindsay Ono at 661-395-4938 or email: [gardenfest@bakersfieldcollege.edu](mailto:gardenfest@bakersfieldcollege.edu)

# KERN COMMUNITY COLLEGE DISTRICT

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## CONSENT FORM GENERAL RELEASE AND WAIVER OF LIABILITY

PARTICIPANT NAME: \_\_\_\_\_

EVENT DATE: \_\_\_\_\_

This is a legally binding Consent Form and General Release and Waiver of Liability made voluntarily by me, the undersigned Release or, on my behalf, and on behalf of my heirs, executors, administrators, legal representatives and assigns, to the Kern Community College District, its Board of Trustees and its member individually, its officers, executives, directors, faculty, staff, administrators, employees, agents, and representatives of any, including with respect to each its campuses and educational centers (hereinafter "District").

The undersigned hereby acknowledges that participation in the above named event may involve potential risk to the undersigned, and the undersigned assumes any and all such risks. The undersigned hereby agrees that for the sole consideration of District allowing the undersigned to participate in this event for which or in connection with which the District has made available any equipment, facilities, services, grounds or personnel for such programs or activities relating to the event, the undersigned does hereby fully and forever release and discharge the District, including any self-insurance funds of the District, from any and all claims, demands, rights and causes of action of whatever kind or nature, arising from or by reason of any and all known and unknown, present and future, foreseen and unforeseen, anticipated or unanticipated, bodily and personal injuries, damage to property, and the consequence(s) thereof, resulting from the undersigned's participation or involvement in or in way connected with the above named event and/or activity. The undersigned authorizes program staff to secure any licensed hospital, physician and/or medical personnel and any treatment deemed necessary for the undersigned's immediate care.

By the execution of the Consent Form and General Release and Waiver of Liability, the undersigned accepts full responsibility for any and all injuries, damages, and losses of any type, which may occur to the undersigned.

The undersigned further understand that the acceptance of this Consent Form and General Release and Waiver of Liability by the District shall not constitute a waiver in whole or party of sovereign immunity by the District.

The undersigned has read the above carefully before signing and understands and agrees that this Consent Form and General Release and Waiver of Liability shall be in effect for a period of time for the dates listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Signature of Parent/Guardian (if under 18): \_\_\_\_\_