

## 2025 Grant's Garden Center Vendor Information

Thank you very much for your interest in being a vendor in our Christmas Market! We really enjoyed hosting vendors last year for our first ever Christmas Market at Grant's Garden Center. Our goal is to find the best local makers of unique items. We hope that setting up with us will bring you many sales during the holiday season and after. Our customers love to find awesome makers! If you have questions after reading, feel free to ask! Please refer back to our social media last year in November and December for a feel of what the space will look like. @grantsgreenhouses

### Location:

Grant's Garden Center 2115 OH-131 Batavia OH 45103

### Contact:

All vendor communication will take place through the email address: [grantsvendors@gmail.com](mailto:grantsvendors@gmail.com). This will help me keep all vendor related information in one place. If you have an urgent question during the season, you may call Grant's Garden Center at 513-625-5100. However if you call to ask questions about being a vendor they will not have any answers for you.

### Dates:

You must have your entire booth set up between November 7 and 13, 2025. The market opens on November 14 for the sip and shop preview night, then officially opens for the season November 15. The last day the store will be open for the season is December 21. Item pick up will be on December 22 and 23, 2025.

### Summary:

We will keep 25% of all sales. You must price all of your items and put your vendor # on the price tag.

### All the details:

1. You bring in your items you would like to sell between November 7 and November 13. We will You can set up any time the store is open, which is from 9-5 Monday to Saturday and 12-5 on Sunday.
2. You have to make the items you sell. We do not accept people who buy and re-sell (with some exception. Please reach out with questions).
3. You set up and display your items. You will have a booth and be responsible for styling and keeping your booth stocked.
4. You will pick your booth size. We have 8'x8' and 10'x10' spaces that are the booths. The 8x8 MUST be walk through. There will be a wall on two sides and customers must be able to walk through it. The 10x10 will have three walls and will not need to be walkthrough, so there will be much more space. We will also have some table space available that will be between some of the booths. The 2x6 table space is \$50, or a half table is \$25.
5. **You will be assigned a vendor number, and you have to put that number on all of your items along with a price.** This is because when a customer purchases your item, the item will be put into Square (our POS system) as your vendor number. If your number isn't on it- you will not get credit for the sale. This is how I keep track of your sales. It's also important that your number is

clearly stated as a number, not the price. Please use clear and legible handwriting if you are not printing tags.

6. I will send out a report midway through the season so you can see how your sales are going. The report will be sent only via an excel document through email.
7. **We keep 25% of your total sales.** For example, at the end of the season if you sold \$1,000 worth of product, you will get a paypal payment of \$750. The greenhouse would keep \$250. There are no other fees or anything- we just keep a flat 25% of your sales (and your booth fee that you pay in advance). You will receive one paypal payment on December 23 for all of the items you sold.
8. We are busiest the first two weeks after Thanksgiving. That is when the most product sells. However, customers still come in to look at the trains up until closing and we keep selling products until that time. Our last day open will be Sunday December 21. Typically, vendors refresh after the first and second weekend if needed.
9. It is important to note that this is an actual greenhouse. It is humid. It gets hot (regardless of outside temperatures. Please keep this in mind as products like dried flowers don't like the humidity, candles can melt (you may have to adjust your displays to create some shade), and paper products will crinkle. I will put plastic above the booths, but condensation can still occur and drip on your products.
10. Vendors are welcome to take their products in and out at any time. However, we expect you to maintain a booth throughout the season.
11. Item take down will be December 22 and 23. If you are out of town during this time please let me know so we can work something out.
12. We are really laid back and do this (Christmas) for fun. We look for vendors who are the same.

I have tried to cover all the questions I frequently receive. If you have any questions after reading this please just let me know!

#### New vendors:

1. New vendors must pay a \$20 nonrefundable application fee. This is a one time fee and is not necessary for people who were vendors at our previous location.
2. Fill out the "NEW VENDORS" application form via google forms.
3. Leah will review application. If your items seem to be a good fit for what our customers shop for, you will be accepted and assigned a vendor number. If your items and set up style are not what we are looking for, Leah will let you know. It can often take multiple weeks to hear back during the summer months as we are frequently away from the farm in the summer.
4. Once accepted, please pay the booth fee. Instructions will be emailed to you.
5. Once your booth fee has been paid, we will assign you a vendor number. Your booth fee is nonrefundable. If you commit to being a vendor, we will be making decisions off of that and therefore accepting/rejecting vendors based off of the items you are bringing. With that said we will not be refunding booth fees.
6. Instructions about set up will follow in late October.