

Wisconsin Christmas Tree Producers Association

Vendor Information - Summer Convention, August 25-27, 2022

Deadline	Please register right away. You will be listed on the association website and vendor handout.
Hotels	AmericInn, (715) 536-7979; Econo Lodge, (715) 536-9526; Cobblestone Inn, (715)536-6880;
Convention Site	Thursday vendor setup along with all Friday events will be at the Merrill Festival Grounds, 2001 E. 2nd Street, Merrill, WI 54452.
Farm Tour Site	On Saturday, Highland Trees is hosting the farm tour and demonstrations. If you would like to demonstrate anything, contact Mike Martin at 715-551-7573. Attendees will park at the festival grounds to board buses.
Booth Space	Inside the climate controlled exposition building: includes 1 chair and an 8' table (with table covering) for each 10' x 10'. Doors will be secured on Thurs. night. 10' x 10' is \$250 20' x 10' is \$375 30' x 10' is \$500 Outdoor: provide your own set-up (shelter, table, chair, etc.) Cost: \$250 (not secured in evening, don't leave things out) Please note: we don't have a "walk the floor" option, vendors must pay for a booth space in order to attend.
Bring a brochure or catalog for swag bag	We will help you promote your products by distributing your catalog/flyer to each farm. It will be included in a swag bag that the attendees will get. We are planning about 100 farms and will update the number in July. Bring it along with you to convention, the promotion committee will assemble bags at that time.
Literature Only Option	For those unable to attend in person we have an option for you. For \$75, you may mail us your catalog/flyer and we will give one to each farm in a swag bag. Send literature to the association office with your registration form & payment. We are planning about 100 farms, but you may check with us in late July for the number of handouts needed.
Booth Electricity	There is electricity available. You must bring your own extension cords.
Sponsorship	Anyone who donates \$100 or more will be designated as a sponsor. Please indicate your donation on the registration form. We will recognize you as such on the convention program, on signs, and in the WCTPA Quarterly Journal and website.
Set-Up	Thursday between 10:00 A.M. and 3:00 P.M.
Vendors Open	Thursday, 3:00 P.M. - 6:00 P.M.; Thursday Night: you get a complimentary meal (up to 2 people per space) at the picnic Friday, 8:15 A.M. - 5:00 P.M. Friday social hour starting early; you are welcome to join us for the banquet.
Registration & Meals	Please fill out all applicable lines on the registration form. We will provide you with a name tag & meal tickets. Thursday Night: cash bar, you get a complimentary meal (up to 2 people per space) at this picnic of burgers, brats, buns, condiments, veggies, fruit, etc. Friday Lunch: variety of sandwiches/wraps, fresh veggies, fruit, Italian vegetable salad without pasta, and conversations amongst friends Friday Evening Banquet: a delicious meal of beef tips, mashed potatoes with gravy, vegetable, salad, dinner rolls, dessert. Cash bar for beer & soda pop.
All Attendees Pay	When you do mailings to your customers, please remember that anyone who comes to pick up supplies must be registered to attend the convention. This also includes growers who come to sign compliance agreements with DATCP/USDA. We want to be fair to all so please point them to the WCTPA registration desk. Thank you for your cooperation on this.
Questions?	If you have questions about any of the convention events, please contact Cheryl Nicholson at the association office, 608-742-8663.