Washtenaw County Conservation District
705 N. Zeeb Rd., Suite 201 • Ann Arbor MI 48103
Office: (734) 302-8715 • www.washtenawcd.org

8th Annual

Native Plant Expo & Marketplace

Saturday, June 5, 2027, 8 a.m. -1 p.m.

8 a.m. – 9 a.m. Early Bird Tickets Required
9 a.m. – 1 p.m. Open to public
Washtenaw Farm Council Grounds, 5055 Ann Arbor-Saline Road, Ann Arbor, MI 48103

The **Native Plant Expo & Marketplace** (NPEM) offers one convenient location to shop for Michigan native plants from 20+ native plant growers, learn how to establish and maintain native landscapes, and connect with companies specializing in planning native landscapes for residents in Washtenaw County and the surrounding areas.

The event is organized by the Washtenaw County Conservation District (WCCD).

Please direct questions or concerns to:
expo@washtenawcd.org (734) 302-8713

Vendor Terms and Conditions

Vendor Registration Application

Vendors must register by submitting the Vendor Application before the deadline April 2nd, 2027. Returning vendors will get early access to apply before the application is made public. Applications are accepted on a first-applied-first-served basis as limited spaces are available. The WCCD reserves the Right of Refusal to approve or deny applications at our discretion at any time to ensure event consistency within our mission and capacity.

Time and Place

- The NPEM will be open on Saturday, June 5, 2027, from 8 a.m. to 1 p.m.
- The NPEM will be at the sheds of the Washtenaw Farm Council Grounds, 5055 Ann Arbor-Saline Road, Ann Arbor, MI 48103
- Attendee and Vendor Parking will be available and indicated on an event map. Limited parking adjacent to sheds is available by request, with priority to nurseries selling plants or products that need to access vehicles/trailers or vendors with other accessibility needs

- In the case the event coordinators shall fail to open the event as scheduled, or to furnish vendor space the WCCD will refund to the Vendor all sums paid or provide a credit for future events.

Venue – Washtenaw Farm Council Grounds (WFCG)

- All Vendor spaces will be inside the sheds (shed F has a dirt floor). The tables requested on the application will be set up in the space in advance. Extra tables costs must be requested and paid for in advance on the application form.
- The WFCG sheds have many electrical outlets along the wall. Vendors are required to bring any necessary power cords or other equipment as needed.
- Do NOT drive a vehicle into the sheds unless otherwise instructed by the event coordinators.
- Water hydrants are available in between the sheds in the corridors. If needing water, please plan to bring a 75 - 100 ft hose.
- There is wi-fi provided at the venue, but it can be unreliable. If you need to connect your mobile/wireless connections in advance, please do so on the set-up day or check with the coordinator.
- There are bathrooms available in the building in the main lot south of the sheds and on the north side of building A.
- No alcoholic beverages, recreational drugs, open flame, helium balloons, or illegal substances are allowed on the premises during the event.

Set-Up – Friday 9AM-4PM / Saturday 6AM-7:30AM

- Upon arrival, vendors must check in with the event coordinator to receive instructions.
- Vendors are encouraged to set up early on the Friday before the event between 9 am – 4 pm. The sheds and gates will be locked Friday night.
- On Saturday morning of the event, Vendors may enter after 6 am and must be set up by 7:30 am. Vehicles must be cleared and parked as directed by 7:30 am.
- Vendors will be assigned a space and provided a map of the final vendor layout indicating the shed and vendor space location. The Vendor-specific layout map should not be shared, rather there will be other public versions of the event layout available on our website.
- Vendors are expected to bring their own staff & supplies to unload and set up efficiently.
- Any tables that have plant materials, soil, heavy objects, or liquids on them should be covered with a protective tablecloth to avoid damaging the table.

- The coordinators reserve the right to reject or prohibit any part of a vendor space, including persons, things, conduct, printed materials, catalogs, or souvenirs, which are deemed inconsistent, unsuitable, or unsafe for the event.
- The Vendor has sole liability for any damage or loss of any part of their display or materials brought to their space.
- Decorations may be placed on tables or hung only on existing hooks. No tape, tacks, nails, or other fasteners may be used on the venue's walls, lights, or wood trim without permission from the coordinators.

Clean-up – Saturday 1PM-3PM

- Vendors must not start breaking down until after 1 pm; and have all persons and vehicles vacate the grounds by 3 pm after the event.
- Vendors must clear their space to return it to the clean initial condition.
- Vendors should fold tables at the end of the day and work with coordinators and volunteers to stack them on pallets.

Vendor Plant & Product Sales

- All vendors selling live plant materials must have an active Nursery Stock Grower license through the State of Michigan, MDARD at the time of the event: http://www.michigan.gov/mdardnursery
- Vendors may only sell their own product(s).
- To ensure that plant sales stay on scope with the event mission, we are requiring that a minimum of 90% of plant materials, live plants and/or seeds, must be native to Michigan. Failure to do so can result in prohibition of future event participation.
    - We encourage labeling and promoting Michigan genotypes to educate customers, but this is not required.
    - All non-native species must be clearly labeled as such.
    - Cultivars are not considered native and must be labeled clearly as a cultivar.
    - We may allow certain exceptions on a case-by-case basis, please be transparent on your application and ask us.
- All non-plant sales (excluding food vendors) must be one of the following:
    - Products made from plant materials (baskets, honey, naturally dyed products, etc.)
    - Products crafted with native plants as focus (e.g. native plant & ecological art)
    - Products deemed unrelated to the scope of the event are prohibited, we reserve the right to disallow sale of unrelated products during the event.

- Vendors may only sell the products they listed on their application. If there are any changes to the information provided on the application, please contact the event coordinator.
- Vendors are encouraged to have their educational materials, product lists, and pricing visible for attendees.
- Vendors may conduct their own pre-sales ahead of the event. Please let us know in your application if you plan to have a pre-sale. We will indicate in our promotions which vendors have pre-sales, and link to websites if provided.
- Pre-order fulfillment processes and order pick-ups must take place within the registered vendor space and should not interfere with other vendors' spaces or event operations during the event.
- Vendors are only allowed one space, size and availability through the registration form
- Use of the name of the event "Native Plant Expo & Marketplace" and organization "Washtenaw County Conservation District (WCCD)" and any of our official logos or marketing require permission before use. We will provide marketing materials / graphics in advance of the event and prefer vendors to use those in your marketing.

Cost and Insurance

- The fees for Vendor space and tables are outlined in the Vendor Application. Vendors must finalize application payment by May 1st, 2027.
- Vendors selling any products (plant materials or physical goods), are invited to provide a suggested donation of 5-10% of their sales to support the event continuation. This will be requested in the post-event Vendor Survey.
- All vendors must have their own liability insurance. Proof of insurance must be provided with application prior to the event.
- Vendor sponsorships are encouraged but not required. All participating Vendors will be included in outreach information and on the website.

Reporting – Post-Event Vendor Survey

- Vendors must track and report all onsite sales from the event and complete the post-event online vendor survey. Please plan to track the following during the event:
    - Total number of unique attendee interactions:
    - Total sales revenue:
    - Total number of plants sold:
- The survey responses will remain anonymous. This data is critical for the WCCD to internally measure success of the event and promote the scale of the impact for continuation of the event. The Post-event Vendor Survey will be emailed out at the close of the event.

COVID-19 & Health Mandates

- All Vendors must comply with local, state, and federal health orders, including any of the WCCD COVID-19 or health guidelines that are active at the time of the event. We will update all vendors on any health orders or guidelines in May prior to the event.

The Washtenaw County Conservation District and the staff / event coordinators reserve the right to adopt and set further rules and regulations as shall be reasonably necessary for the convenience and safety of vendors and attendees. Updates will be emailed to Vendors and changes will be noted below.

Posted: November 2026