

**Maroondah Orchid Society Incorporated ('MOS')  
SPRING SHOW 2025**

## **VENDOR CONDITIONS**

### **1. MEMBERS' ELIGIBILITY TO SELL PLANTS AT THE SHOW**

- (a) To be eligible to sell plants, a vendor must be an exhibitor with plants displayed either competitively or non-competitively at the Show.
- (b) **Subject to 1(c), a vendor is entitled to tender for sale 5 plants for every 1 plant displayed competitively at the Show.**
- (c) Unless the Sales Manager determines otherwise, a vendor is allowed to tender a maximum of **50 plants for sale.**

### **2. VENDOR REGISTRATION FORM**

- (a) Vendors must provide for the Sales Manager a fully completed Vendor Registration form, containing details of the Vendor and the sales plants.
- (b) 'Membership Number' is the Vendor's MOS Membership Number used for exhibition purposes. The Membership Number is printed on the MOS Newsletter.
- (c) 'Plant number' is the number of the plant according to the first column on the Vendor Registration form.
- (d) The completed Vendor Registration form and the Vendor's plants must, unless the Sales Manager allows otherwise, be supplied to The Sales Manager **between 11am & 5 pm on Friday 26th September 2025.**

### **3. PRESENTATION OF PLANTS FOR SALE**

- (a) Each plant must be clearly labelled and have a ticket attached in accordance with the example attached to these Vendor Conditions. Any queries concerning plant labelling should be directed to the Sales Manager or a member of the sales staff.
- (b) Each plant pot must be marked with the plants:
  - (1) Sale ticket number:
  - (2) Sale price: and
  - (3) If not in flower, the colour of plant's flowers. (not required if the colour is written on the plant label).Pot must be marked in permanent white text marker or paint.

#### 4. DEALING WITH PLANTS IN THE SALES HALL

- (a) Sales Staff are the only persons permitted to arrange the distribution of plants in sales area.
- (b) Sales area closes at 3pm sharp on Sunday 28th September 2025 Sales Staff are the only persons permitted in the sales area after 3pm on Sunday, until Vendor payments are ready.
- (c) Unless the Sales Manager allows otherwise, unsold plants are not to be removed from the sales area until Sales Staff have time to check all Vendor Registration Sheets.

#### 5. MISCELLANEOUS

- (a) A 15% Sales commission will be deducted from each Vendor's total sales as per the Vendor Registration Form.
- (b) All care is and will be taken by MOS, but no responsibility is accepted by MOS or the Committee of MOS for any loss of any monies collected by MOS on behalf of vendors.
- (c) All care is and will be taken by MOS, but no responsibility is accepted by MOS or the Committee of MOS for any loss of, or damage to, any of the plants tendered for sale.
- (d) Plants offered for sale are a showcase for our society so they must be healthy and have an active root system. Freshly divided/potted plants may not be accepted. Plants suspected by the Sales Manager or the Show Marshal of having virus or any other disease or disorder will be not accepted for sale and must, upon request be removed from the sales area by the Vendor.
- (e) The Sales Manager reserves the right to call for extra plants from any Vendor or all Vendors.
- (f) The Show Treasurer determines the form in which payments to Vendors will be made.
- (g) All vendors must sign a receipt, to acknowledge the fact that they have received payment for their sales.
- (h) Any matters concerning the interpretation of these Vendor Conditions shall be referred to the Sales Manager, whose decision, in consultation with the Show Marshall, shall be final and binding on all persons concerned.

## SALES TICKET

### THE SALES TICKET MUST BE COMPLETED AS SHOWN BELOW

The **first** number on the ticket is the Vendor's **Membership Number (EG- A13)**.

**(Remember to include the "Alpha" prefix).**

The **second** number on the ticket is the individual **Plant Number**.

A dollar sign ('\$') must appear in front of the price on both ends of the sales ticket.

	<div style="text-align: right;">↗ A13/08 ↖</div> <div style="text-align: right;">\$25.00 ↖</div>	Price
Membership number		Plant Number
	<div style="text-align: left;">↘ A13/08 ↙</div> <div style="text-align: left;">\$25.00 ↙</div>	
Price		

In this example, the sales ticket is for MOS member number A13 for the plant listed 8th on the Vendor Registration form, priced at \$25.

The Plant number and the price on the plant and on the sales ticket **must correspond** with that entered by you on the Vendor Registration form against the description of the plant.

Adopted (as amended) by the Committee – 24 May 2004