

Ye Sth Merrie Greenwood at Glastonbury Faire
Waterfront Park, Toledo, Oregon
June 29 & 30, 2024
Merchant Booth Application

Please do not return the guideline information with your application.

Basis for Acceptance:

All Applicants must mail in your applications, along with your check for space, and a self-addressed stamped envelope for return acceptance letters. No application will be considered if the registration form is not **completely filled out**. In keeping with the theme of Ye Merrie Greenwood at Glastonbury Renaissance Faire **MERCHANTS AND THEIR HELPERS ARE REQUIRED TO WEAR A RENAISSANCE* COSTUME** and **decorate their booths in the style of Tudor England**. All entries will be screened from photographs. **Sending us your webpage address instead of a hard copy will not be acceptable**. Unless you are a **returning merchant**, please include a photo of your booth and your costumes with the application. The criteria for selection will include **suitability of the work to the historical ambiance of the Renaissance period**. All merchants will be expected to participate on both days.

***About Costumes:**

Our year is 1585. Your costumes may be based on English folklore as well as Elizabethan/Renaissance clothing of the times. Vendors and their helpers who refuse to wear costumes will forfeit their fees, be asked to leave, and will not be invited back.

Fees and Registration:

The fee must be submitted with the completed application form to be considered. **Booth fees are based on square footage (length times width) at \$0.50 per sq. ft.** The fee is for the interior space of your booth, not counting the guy wires, but the size you request must include the guy wires. For example, a 10'x10' interior area with guy wires may bring it to a 12'x12' exterior. Make certain that the dimensions of your booth are accurate on the registration form as you will only be given a 10'x10' foot space unless you specify otherwise. When describing your booth write the frontage first, then the depth (e.g., 12'x10'). A booth over 20'x20' will only be charged as a 20'x20'; however please remember this is a small site and we cannot accommodate large booths. Persons/Groups wishing to only demonstrate various crafts or trades may be exempted from paying the registration fee but must adhere to the same regulations stipulated for the merchants.

Checks should be made out to: **"Ye Merrie Greenwood Players"**. The fee will be refunded to those not accepted. No refund will be made if the work is rejected at the show

for misrepresentation, or if the merchant cancels within the last two weeks before the show. No-shows will not be invited back.

Deadline:

Registrations must be received **NO LATER THAN May 24th**. Merchants will be notified of acceptance **after May 27th. Applications received after May 24th. will be charged a \$10.00 late fee. No application will be accepted after June 7th.**

Resale:

Resale appropriate to the time period, such as books, clothing, clothing patterns, knives, et cetera will be permitted. *If your inventory has **more than 25% resale merchandise**, it is categorized as a resale booth.* Resale items must be clearly marked on the written representation of items for sale.

Displays:

Merchants will be advised of their booth location when they check in. Merchants are responsible for providing all materials and for all construction and maintenance of their booths. *Remember to fireproof any materials that may require it.* **Booths must have a fire extinguisher.** Displays should be designed to withstand wind and rain. Modern appearing signs (i.e. plastic) or neon type sign of any variety cannot be used.

Set Up and Show Hours:

The Faire is open from 9:30 A.M. until 5:00 P.M. on both days. Merchants may set up on **Friday, from 9:00 A.M. until 5:00 P.M. THERE IS NO SET UP AFTER 5:00 P.M. ON FRIDAY WITHOUT PRIOR ARRANGEMENTS WITH THE DIRECTOR.** There is set up time available on **Saturday from 7:00 to 9:00 A.M.** Vehicles will not be allowed to remain on the Faire site, and **MUST** be off by 9:30 A.M., because the gates will be opened to the public at that time. Booths may not be taken down nor vehicles brought onto the Faire site **until 5:00 P.M.** when the show is officially over.

Weapons Policy:

Weapons for sale must be "peace bonded." It is the responsibility of the merchant to provide peace bonding. Persons purchasing weapons must be reminded that they may not remove the peace bonding while on the Faire site or they will be asked to leave. Selling weapons to persons under 18 years old is not permitted without a parent present at the time of sale.

Security/Risk/Liability:

To safeguard their merchandise, merchants will be allowed to stay on site overnight Friday to Monday. There will be security provided on site from Friday to Monday morning. **UNLEASHED PETS ARE NOT ALLOWED ON THE SITE.**

On Site Camping:

Merchants may camp on site either in their booths or in our “Actors’ Camping Area” from Friday to Monday. Above ground fires are permitted only if there is a **FIRE EXTINGUISHER PRESENT**. Further camping information will be provided when the Vendor is accepted into the show.

Indemnity and Hold Harmless Agreement:

All merchants signing the registration form hereby release Ye Merrie Greenwood Players, and the City and Port of Toledo, from responsibility for any damage or loss to said vendor’s property or any personal injury that the vendor or helpers may sustain while participating in Ye Merrie Greenwood at Glastonbury Renaissance Faire. Furthermore, they agree to abide by the rules, policies, and guidelines contained in the application and information letters, and agree to indemnify, hold harmless, and defend any action against Ye Merrie Greenwood at Glastonbury Renaissance Faire, Ye Merrie Greenwood Players, The Port of Toledo and the City of Toledo from and against all liability whatsoever arising from their participation in Ye Merrie Greenwood at Glastonbury Renaissance Faire.

Rules for Participation:

1. All work must be designed and executed by the accepted merchant unless the registration is clearly labeled as resale.
2. Merchants must be present with their work for the full two days of the Faire.
3. All work shown must be for sale unless the registration form is clearly marked as demonstration.
4. Only merchants accepted in the jewelry category may display and sell jewelry.

The Production Director reserves the right to make a determination on any of the above rules.

Acceptance packets will not be mailed before May 27th.

Artists may call to inquire if they are accepted weekdays at: 1-509-783-7727

**Ye Stj Merrie Greenwood at Glastonbury Faire
Merchant Application**

YOUR NAME _____ **PHONE** _____

BUSINESS OR ORGANIZATION NAME _____

ADDRESS _____
(Street Address, City, State, Zip Code)

EMAIL _____

CONTACT NAME & PHONE #, IF DIFFERENT FROM ABOVE

NAMES OF HELPERS: Please write names on the back of this application. Any additional names may be listed on a separate sheet and included with the registration form.

CATEGORY (please check all applicable)

ORIGINAL ART _____ **RESALE ITEMS** _____ **DEMONSTRATING** _____
(75% original work) (over 25% resale merchandise)

DESCRIBE WORK _____

DESCRIBE BOOTH AND APPEAERANCE (remember to write the frontage size first):

Interior dimensions _____

Exterior dimensions (with guy wires, if any) _____

Appearance _____

If accepted, please send me:

_____ Renaissance Costume Information

My signature certifies that I am the artist/vendor who will be selling the work described. I have read and understood the rules and guidelines set forth in the prospectus included with the application form for Ye Merrie Greenwood at Glastonbury Renaissance Faire, and agree to indemnify, hold harmless, and defend any action against Ye Merrie Greenwood at Glastonbury Renaissance Faire, Ye Merrie Greenwood Players, The Port of Toledo and the City of Toledo from and against all liability whatsoever arising from my participation in Ye Merrie Greenwood at Glastonbury Renaissance Faire.

Signature _____ Date _____

Remember to enclose:

- Booth fees are based on square footage (length times width) at \$0.50 per sq. ft. and must be included.
- A self-addressed 4 x 9 Standard Business Size stamped envelope
- The Application Form (remember to keep the application information)
- A representative list of items for sale and a price list
- Unless you are a returning Merchant enclose Photographs of your Booth and Renaissance costume.

Mail Application form to: Ye Merrie Greenwood Players, 6015 W 20th Avenue, Kennewick WA 99338-1502