

Toledo, Oregon
May 10 - 11, 2014
Merchandise Concession Application

Read, Print Out, and Save this information when you apply.

Basis For Acceptance:

No application will be considered if the registration form is not completely filled out. All entries will be screened from photographs, unless waived by the director. The criteria for selection will be quality, conformance with the requirements of this application, **and suitability of the work to the historical ambiance of the Renaissance period.** All vendors will be expected to participate both days. **ALL VENDORS AND HELPERS ARE REQUIRED TO WEAR A RENAISSANCE COSTUME** and decorate their booths in the style of Tudor England.

Unless otherwise advised, please include with your application:

1. A representative list of the items to be displayed at your booth. **Please identify items that are original work, and those that are commercially available resale items.**
2. A price range of the works to be displayed
3. Three to five photographs which show a true representation of your work, costumes & booth.
4. A 4 x 9, **STANDARD SIZE BUSINESS ENVELOPE, self-addressed and STAMPED.**

Fees and Registration:

A registration fee of **\$30.00 for a 10x10** space, *plus an additional \$3.00 per foot fee for a booth frontage that exceeds 10 feet*, must be submitted with the completed application form to be considered. 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 vendor cancels within the last two weeks before the show. 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 vendors.

Deadline:

Registrations must be received **NO LATER THAN MARCH 1, 2014.** Vendors will be notified of acceptance **after March 22nd.**

Resale:

Resale appropriate to the time period, such as books, clothing, clothing patterns, knives, etc., 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.

Space:

Pre-assigned booth spaces are 10 x 10 feet. Make certain that the dimensions of your booth are accurate on the registration form as you will only be given a 10 x 10 foot space unless you specify otherwise. When describing your booth **write the frontage first then the depth, e.g. 12 x 10.** Requests for shade will be honored when possible. No electricity will be available for merchandise booths.

A registration fee of \$30.00 for a **10x10** space, *plus an additional \$3.00 per foot fee for a **booth frontage** that exceeds 10 feet, not to exceed 22x22 unless “Grand Fathered” by the director,* must be submitted with the completed application form to be considered. *(if a **returning vendor must delay due to financial reasons, the vendor can call the director and a space may be reserved**)* Checks should be made out to: “**Ye Merrie Greenwood Players**”. No-shows will not be invited back. The fee will be refunded to those not accepted. Please advise us immediately if you must cancel. No refund will be made if the work is rejected *at the show* for misrepresentation, or if the vendor cancels later than two weeks before the Faire. 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 vendors.

Displays:

Vendors will be advised of their booth location when they check in. Vendors are responsible for providing all materials and for all construction and maintenance of their booths. *Remember to fire proof any materials that may require it.* **Booths must have a fire extinguisher.** Displays should be designed to withstand wind. NO MODERN APPEARING SIGNS OR NEON-TYPE SIGN OF ANY VARIETY MAY BE USED.

Set Up and Show Hours:

The Faire is open from 9:30 until 5:30 both days. Vendors 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 ARRAIGNMENTS WITH THE DIRECTOR.** There is set up time available **Saturday from 7:00 - 9:00 A.M.** Vehicles will not be allowed to remain on the Faire site, **MUST** be off by 9:30 A.M., as the gates will be opened to the public at that time. **Booths may not be taken down or vehicles brought on the Faire site until after 5:30 when the show is officially over.**

Security/Risk/Liability:

In order to safeguard their merchandise, vendors will be allowed to stay on site overnight Friday to Monday. There is limited access to potable water, and any open fire may pose a **FIRE HAZARD. NO PETS ARE ALLOWED ON THE SITE UNLEASHED. Important:** The names of **ALL** persons staying in the park overnight **MUST** be provided no later than two weeks before the event. **Persons not listed will be detained by security until their identity can be verified.** There will be security on the site. Persons found using or supplying illegal substances will be handed over to the authorities for prosecution.

Indemnity and Hold Harmless Agreement:

All vendors 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 which the vendor or helpers may sustain while participating in Ye Merrie Greenwood at Glastonbury Renaissance Faire. Further, 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 my participation in Ye Merrie Greenwood at Glastonbury Renaissance Faire.

Weapons Policy:

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

On Site Camping:

Vendors may camp on site either in their booths or in our "Actors' Camping Area" on Friday to Monday. Fires are permitted as long as there is a **FIRE EXTINGUISHER PRESENT**. Further camping information will be provided when the Vendor is accepted in the show.

Cancellations:

Please advise us immediately if you must cancel. No-shows will not be invited back.

Rules for Participation:

1. All work must be designed and executed by the accepted artist, unless the registration is clearly labeled as *resale*.
2. Artist 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 artists accepted in the jewelry category may display and sell jewelry.*
5. **ALL VENDORS AND HELPERS MUST WEAR RENAISSANCE COSTUMES.**
No exceptions.

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

Acceptance packets will not be mailed before March 22nd 2014

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

Note: Each artist must apply individually on a separate form. Forms may be photocopied as need.

YOUR NAME _____ **PHONE** _____

BUSINESS OR ORGANIZATION NAME _____

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

EMAIL _____

CONTACT NAME & PHONE # IF DIFFERENT FROM ABOVE

MAKE, MODEL, AND LICENSE # OF VEHICKLE

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 registration form

CATEGORY _____ (please check all applicable)
ORIGINAL ART _____ **RESALE ITEMS** _____ **DEMONSTRATING** _____
(75% original work) (over 25% resale merchandise)

DESCRIBE WORK

DESCRIBE BOOTH (exact booth size with any guide wires, denote frontage size, describe appearance) _____

If accepted, please send me:

- _____ Renaissance Costume Information
- _____ Host Motel 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 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:

1. **\$75.00 for a 20 x 20 space, in a check or money order made out to “Ye Merrie Greenwood Players”**
2. **A self-addressed 4 x 9 Standard Business Size stamped envelope**
3. **The Application Form (remember to **keep** the application information)**
4. **A representative list of items for sale and a price list**
5. **Remember to include Photographs of your Booth and Renaissance costume.**

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