

# Holiday Faire

## Merchant Rules

### Application Process:

Please fill out and return the application by mail or e-mail. (please do not send payment at this time)

Aeddán Ivor  
c/o John Turner  
942 Siler Road  
Winchester, VA 22603  
[Stierbachholidayfaire@gmail.com](mailto:Stierbachholidayfaire@gmail.com)

1. A confirmation e-mail and invoice will be sent to you upon review of the application.
2. Merchant space is \$10.00 per space (10x10). Merchant entrance fee is \$10.00 per adult and \$5.00 per child for pre-registration and \$12.00 at the door. Do not send money now, please pay from the invoice to follow.
3. **All payments**, both for space, rental packages and merchants, must be made by November 1st. If payment is NOT received by November 1, there is no guarantee on vending space.
4. After receipt of your payment, a conformation letter and merchant passes will be mailed to you. The merchant passes will be needed to be on site before and after the general public.
5. In the event you need to cancel, written notice (email or snail mail) must be received by November 5th in order to receive a refund.
6. For all non-SCA Merchants, a \$5.00 non-member fee must be paid at the door.
7. Site opens to Merchants at 7am. All merchants must troll in and be ready for business by 10 a.m. All merchants are require to start packing up when Court starts and must be completed by 7PM.
8. Once again outdoor space will be available at no charge, there will not be any shelters provided. You will still need to apply and pre-pay for merchant rates and passes.

### Site Rules:

1. The site will open for merchants at 7 a.m. Only those who have pre-registered at this time will be allowed on site.
2. No one but event staff will be allowed on site after closing without a merchant pass.

# Holiday Faire 2018 Merchant Application

SCA Name \_\_\_\_\_

Mundane Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

Type of Merchandise: \_\_\_\_\_

Number of Spaces requested (10' x 10'): \_\_\_\_\_

Number of Merchants (people): adult \_\_\_\_\_ Children \_\_\_\_\_

Do you need to rent a \$20.00 merchandising package (2 tables and 2 chairs)?: \_\_\_\_\_

How many packages?: \_\_\_\_\_

Do you need electric (limited amount)?: \_\_\_\_\_

Do you want the same space as last year? \_\_\_\_\_ (we will do our best, however, space in the large building will be assigned on first paid, first placed)

Special Needs:

Please provide the information you would like posted on the Stierbach Web Page

Company Name: \_\_\_\_\_

Proprietor Name: \_\_\_\_\_

Type of business: \_\_\_\_\_

\_\_\_\_\_ (maybe edited for space)

Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

WebSite: \_\_\_\_\_

Email: \_\_\_\_\_