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Send completed packet to

Mercy Champlin
463 W. Esplanade Ave.
Hemet, CA
92543

mercychamplin@gmail.com
merchants@estrellawar.org
951-961-2322 cell
951-654-6655 office
951-217-7991 Callista (Secondary Brain)

All merchants must be pre-registered by Monday, December, 19 2016
Current sales tax licenses must be submitted by Jan 31, 2017

Merchant sign in: 12pm-1pm starting Monday 2-20-17

All vehicles removed by 8am Tuesday 2-21-17

Merchants Ready to Sell by 9am Tuesday 2-21-17

Merchants' Row Open to the Public 9am Tuesday 2-21-17

Merchant Booth Tear Down can't begin until 8am Sunday 2-26-17

NO VEHICLES ON MERCHANTS ROW UNTIL 8am SUNDAY

If you are located on Town Square you are required to stay until 2pm Sunday

Estrella War ends officially on Monday 2-27-17

Please be courteous when packing to leave.

Merchants Off Site by Noon Monday 2-27-17

Moonlight Madness starts at 7pm Friday 2-24-17 and is a voluntary event.

All merchants are encouraged to participate.

Thank you for letting me have the opportunity of working with you.

Again, welcome and, know that we are here for you.

Baroness Mercy of the 'Healing' Hands
"Gratias ago vos pro volunteering"

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Your checklist

- Completed Merchant Application Form.
- Completed and signed Merchant Agreement.
- Your business check or money order in \$US for all merchant fees and preregistration_fees for all additional people arriving with you. Remember to add non-member fees if applicable.
- *Make checks payable to **Estrella War SCA, Inc.**
- A copy of Your Arizona State Sales Tax License will need to be in my hand by Jan 31, 2017. Please apply well in advance at www.aztaxes.gov
- (Food Merchants Only) A copy of your Maricopa County Special Food Permit.
- (Food Merchants Only) A complete menu of the items you wish to sell at Estrella War.
- Proof of SCA Membership for the booth owner and all family and staff.
- A \$5.00_surcharge is added for each non-member.
- A signed Consent To Participate and Release from Liability Release Form for you_and everyone in your party including children.
- A Notarized Minor's Consent to Participate and Hold Harmless Agreement for any minor_children that you are not the legal guardian of.
- (NOT optional) **Non-custodial** adults must also have legal documents to bring a minor to Estrella. Please see <http://estrellawar.org/Registration/AttendingWithMinors>.
- If you are new, Pictures of your booth and merchandise. If you are new contact me ASAP at 951-961-2322

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Gate Book

All advertisement, fees and questions go to:

Estrella War Gatebook Editor

Lord Michael mac Tigernaig (Mike Street), Kingdom of Atenveldt

602-502-2377

gatebook@estrellawar.org

Do not send me ads or money.

Rentals

LOCAL RENTAL CONTACT: Rentals and delivery of tents, tables, chairs, heaters, cots, lighting and many other items can be arranged with TriRentals (Contact: 602-232-9900 or toll Free 800-678-3834 or see www.trirentals.com) Please specify you are a private party attending Estrella War.

WET RV

All Wet RV transactions are under the direction of:

SCHNEPF FARMS

24810 S Rittenhouse Rd,

(480) 987-3100

Schnepffarms.com

HURRY!

Gas Cylinders & Fire Extinguishers:

Fire Extinguishers: The Fire-Marshall requires that your booth/CAMPING SPACE have a 2 lb- ABC rated (or greater) fire extinguisher outside each tent in an easy to reach spot.

All gas cylinders of any kind (ie propane) must be secured appropriately with chains or bungee cords. Cylinders must also be placed on a stable surface (milk crates work well)

Send in this page

Page 1

Estrella War XXXIII Merchant Application and Pre-Registration Form
One form for each booth. No subletting of the selling space is allowed.
Call me ASAP if you are new this year 951-961-2322

Business Name _____

Owner's Legal Name

First _____ Last _____

Mailing Address _____

City _____ State / Province / Region _____ Postal / Zip Code _____

Email _____

Phone _____ Cell Phone _____

Offsite Emergency Contact:

Name _____ Number _____

Onsite contact number _____

How many people are coming listed under this merchant? _____

Space fee _____ + Helper fees _____ + NMS _____ + other _____

Total Amount enclosed _____

Check # _____ or MO# _____

Date Received _____ (Mercy fills in this date)

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FOOD MERCHANT ONLY
Page 2

FOOD MERCHANT REQUIREMENTS AND INFORMATION

Cost for Food Booth \$180

Food Booths are 20 feet wide 30 feet deep

How many Food Booths do you want? _____ x \$180

Food merchants **must apply** for a **Special Food Permit from Maricopa County**, no later than two weeks before the event. You must apply for the permit prior to arrival. All of the information is available at www.maricopa.gov/EnvSvc/EnvHealth/SpecProg/SpecEvents.aspx.

There will a health inspection by Maricopa County and they will check for permits.
Have a Copy of Your Maricopa County Special Food Permit Easily Accessible.

There will be a Fire Inspection. They will check dates on Fire Extinguishers and they will check the security of all gas cylinders

Only food merchants will have electricity and water in their merchant area. To use electricity or water you must provide the following information.

Gallons of Water Per Day _____

Amperage Per Day _____

Voltage _____ 120V _____ 240V

Food merchants please provide a complete copy of your menu. There will be some restrictions.

Food Merchants are encouraged to remain open until 8 pm in the evening and later on Friday and Saturday

There will be a lighted, communal dining area set up. Food merchants are required to assist with cleanup and maintenance of the food court area. This includes the communal dining area.

Alternatively, you may provide food vouchers to volunteers to perform your clean up duties if you do not wish your staff to clean. Each food vendor is accountable for cleanup and maintenance during their assigned timeslot.

_____ I will provide food vouchers to volunteers for clean-up (In addition to any Alternate Payment site fee)

Each Food Helpers Alternate Payment is worth \$45 retail value. Fill out name and contact data on **each** helper found on Page 6

Additional information I wish to share: _____

Call me ASAP if you are new this year 951-961-2322

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Page 3

MERCHANT BOOTH SPECIAL REQUESTS AND PREFERENCES

Cost of booth is \$100

Each Booth is 20 feet wide and 30 Feet Deep

How many booths do you want? _____ x \$100

Size includes awnings, ropes, tie downs, high wind lines, and displays. Assume that lines do not cross. All must be set up behind the edge of merchants' row and not impede foot traffic.

DO NOT PLACE ANY ITEM BEYOND BOOTH AREA

Please, assume that we know absolutely nothing about your preferences for placement in merchants' row. **Not all requests may be able to be met**, but we will do our best to accommodate.

Need based requests are those due to a handicap, medical condition, caregiver situation or childcare situation.

Preference based requests are those that would be for convenience such as near to someone you like or are sharing a kitchen with. All requests will be kept confidential. We attempt to meet all requests and preferences, but cannot do so if we do not know about them. Swapping booth spaces at site will not be allowed, so please be candid.

Booth Space Special Request

_____ I have no special requests _____ Yes, I have something to ask

Need Based Request: _____

Preference Based Request: _____

I have a question?: _____

MERCHANT CAMPING

Where are You Staying?

_____ In Merchant Booth

_____ In Dry RV Camping (FREE LIMITED SPACES) Wet RV CONTACT SITE limited spaces HURRY!!!!

_____ In Merchant Camping CALL ME ASAP 951-961-2322 !!!!

_____ In Kingdom Lands (what Kingdom, household)

_____ Offsite

_____ Other _____

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Page 4

MERCHANT PARKING ~ New Information this year! There is no parking in or behind your merchant booth except for food vendors (Food Vendors vehicles must fit within booth space). If you have a special request, please enter it below.

Parking Spaces ~ give Quantities ~ (Handicap tags/hanger must be applied/received no later than 30 days prior to event)

_____ Paid Parking \$25/Tandem

_____ Paid Parking \$15/Single

_____ Paid/Handicap Parking \$25/Tandem

_____ Paid/Handicap Parking \$15/Single

_____ Handicap/General Parking (If you do not need to access your vehicle/trailer while at event this would be a good choice) Handicap parking available in general parking areas.

_____ I Do Not Require Merchant Parking and will park in General Parking.

Special Parking Request: _____

PETS

How many pets are you bringing? _____

Do you have all their paperwork? _____

What are they?

What are their names?

All pet refuse bags are to be put in the big dumpsters. No bags are to be left by, next to, or in the smaller trashcans.

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Page 5

MERCHANT ADMISSION: Your booth rental includes ONE event admission at the SCA member rate. If you are not a member or do not provide proof of membership by the merchant packet deadline, the Non-Member Surcharge of \$5 (NMS) will apply.

Legal Name: _____

SCA Name: _____

Merchant Booth Name _____

SCA Membership # _____ Non Member Surcharge (\$5) _____

Included for this person:

_____ Estrella War XXXIII Merchant Pre-Registration Form

_____ Consent to Participate and Release From Liability Form

_____ Proof of SCA Membership (or \$5) Copy of Membership Card, Proof of Membership Letter, or Kingdom Newsletter Label You can register and/or print proof of membership at www.membership.sca.org

ALTERNATE PAYMENT (AP) FOR ADMISSION OF ONE PERSON(limit 1 per booth space)

A merchant may request ONE additional event admission in exchange for merchandise item(s) totaling \$45 retail price. I will come around to collect these at your booth.

_____ I Want to Use Alternate Payment _____ I Do Not Want to Use Alternate Payment

AP's Legal Name _____

AP's SCA Name _____

SCA Membership # _____ Non-Member Surcharge (\$5) _____

Offsite Emergency Contact Name and Number: _____

Onsite Contact Name and Number: _____

Included for this person:

_____ Consent to Participate and Release From Liability Form

_____ Proof of SCA Membership (or \$5) Copy of Membership Card, Proof of Membership Letter, or Kingdom Newsletter Label You can register and/or print proof of membership at www.membership.sca.org

Failure to provide the listed item(s) to the Estrella War Merchant Steward will result in removal of the individual listed until such time as his/her site fee is paid.

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Only if you have adult helpers

Page 6

ADULT HELPERS

Non-Food Merchant helpers: Up to and no more than 4 persons may be included at a rate of \$45 (member...additional \$5NMS if not a member)

Include for all:

_____ Consent to Participate and Release of Liability Form

_____ Include Proof of SCA Membership (or \$US 5) Copy of Membership Card, Proof of Membership Letter, or Kingdom Newsletter Label You can register and/or print proof of membership at www.membership.sca.org

Legal Name: _____

SCA Name: _____

Onsite Contact Phone: _____

Membership Number: _____ Non Member Surcharge: _____

Offsite Emergency Contact
Name: _____ Phone: _____

Legal Name: _____

SCA Name: _____

Onsite Contact Phone: _____

Membership Number: _____ Non Member Surcharge: _____

Offsite Emergency Contact
Name: _____ Phone: _____

Legal Name: _____

SCA Name: _____

Onsite Contact Phone: _____

Membership Number: _____ Non Member Surcharge: _____

Offsite Emergency Contact
Name: _____ Phone: _____

Legal Name: _____

SCA Name: _____

Onsite Contact Phone: _____

Membership Number: _____ Non Member Surcharge: _____

Offsite Emergency Contact
Name: _____ Phone: _____

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Only if you have youth or children attending
Page 7

Youth 10-17 (Member\$20 or Non-Member \$20 + \$5)
Children 0-9 (Free)

Youth Checklist

- _____ Do you have all their paperwork
<http://estrellawar.org/registration/attending-with-minors-pets/>
- _____ List for all youths: by modern Name (First and Last)
- _____ Include: Offsite Emergency Contact name and number

Youth Legal Name: _____

SCA Name: _____

Name They Answer to: _____

Onsite Contact Phone: _____

Membership Number: _____ Non Member Surcharge: _____

Offsite Emergency Contact
Name: _____ Phone: _____

Youth Legal Name: _____

SCA Name: _____

Name They Answer to: _____

Onsite Contact Phone: _____

Membership Number: _____ Non Member Surcharge: _____

Offsite Emergency Contact
Name: _____ Phone: _____

Youth Legal Name: _____

SCA Name: _____

Name They Answer to: _____

Onsite Contact Phone: _____

Membership Number: _____ Non Member Surcharge: _____

Offsite Emergency Contact
Name: _____ Phone: _____

Adult-in-Charge: On site Emergency Contact

Legal Name: _____

SCA Name: _____

Onsite Contact Phone: _____

Children that show a blatant lack of respect: ie. ignoring requests to correct behaviors, may be cause of the merchant's removal from site with no refunds.

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One Copy For EVERY ADULT PERSON ATTENDING

The Society for Creative Anachronism, Inc.
P.O. Box 360789 • Milpitas, CA 95036-0789 • Tel (408) 263-9305 • Fax (408) 263-0641

CONSENT TO PARTICIPATE AND RELEASE FROM LIABILITY

I, the undersigned, do hereby state that I wish to participate in activities sponsored by the international organization known as the Society for Creative Anachronism, Inc., a California not-for-profit corporation (hereafter "SCA"). The SCA has rules which govern and may restrict the activities in which I can participate. These rules include, but are not limited to: Corpora, the By-laws, the various kingdom laws and the Rules for combat related activities. The SCA makes no representations or claims as to the condition or safety of the land, structures or surroundings, whether or not owned, leased, operated or maintained by the SCA. I understand that all activities are VOLUNTARY and that I do not have to participate unless I choose to do so. I understand that these activities are potentially dangerous or harmful to my person or property, and that by participating I voluntarily accept and assume the risk of injury to myself or damage to my property. I understand that the SCA does NOT provide any insurance coverage for my person or my property. I acknowledge that I am responsible for my safety and my own health care needs, and for the protection of my property. In exchange for allowing me to participate in these SCA activities and events, I agree to release from liability, agree to indemnify, and hold harmless the SCA, and any SCA agent, officer, or SCA employee acting within the scope of their duties, for any injury to my person or damage to my property. This release shall be binding upon myself, successors in interest, and/or any person(s) suing on my behalf. I have read the statements in this document. I agree with its terms and have voluntarily signed it. I understand that this document is complete unto itself and that any oral promises or representations made to me concerning this document and/or its terms are not binding upon the SCA, its officers, agents and/or employees. I understand that if I park in the fire lanes, or any other space other than designated parking, my vehicle will be towed. I understand that if I, or anyone in my party enters any non-authorized areas that I/we are subject to removal from the site without a refund of site fees paid.

I UNDERSTAND THAT THIS IS A LEGAL DOCUMENT. I HAVE READ AND UNDERSTOOD THIS RELEASE AND I UNDERSTAND ALL ITS TERMS. I EXECUTE IT VOLUNTARILY, AND WITH FULL KNOWLEDGE OF ITS MEANING AND SIGNIFICANCE.

Legal Name (PRINT): _____

Legal Name (SIGN): _____

Merchant Booth Name: _____

Date: _____

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Merchant Agreement (Page 1 of 2) 2017

The Society of Creative Anachronism, Inc. Kingdom of Atenveldt, hereafter referred to as "SCA", will hold the event Known as the Estrella War XXXIII, scheduled to take place February 20 – February 27, 2017 at Schnepf Farm, Queen Creek, Arizona.

The SCA gives the undersigned individual, hereafter referred to as "the merchant", the privilege, as an independent operator (not as employee or representative of the SCA, the event staff, or Schnepf Farm), to operate a sales booth at the event, during the above dates, in an area designed by the event staff or its agents.

The merchant, in signing, agrees to abide by the conduct rules set forth in this document, and by the directives of the SCA, the event staff, and their agents. The signing merchant must be in attendance and attend his/her booth throughout the event, or selling space will be forfeit. No subletting of the selling space is allowed. No exceptions. The event staff or their agents will monitor all rules during the event, notifying a merchant of any infractions, and asking the violations be corrected in a timely fashion.

1. Merchant acknowledges being an independent operator. And that neither he/she nor his/her agents or employees, shall have any authority to contract for or incur any liability or obligation on behalf of the SCA, Maricopa County, Schnepf Farm or any other agents, and will indemnify the above entries against any and all claims that may be made against them due to activities of the merchant. The merchant shall be responsible for any costs, expenses, attorney's fees or judgments incurred by the entities mentioned above in this paragraph, due to the merchant's activities.
2. Merchant agrees to comply with SCA, civil, site, county, state and federal laws, rules and regulations concerning their activities and/or sales at the event. If the merchant fails to comply with said rules, or with any portion of this agreement, the event staff may, upon notification, take immediate action which in their sole judgment may be necessary to correct the situation, including but not limited to, the closing of said merchants booth, removal of the merchants sales materials, and the removal of the person(s) without refund of any fees or any other consideration to the merchant.
3. All merchants must be pre-registered by Monday, December, 19 2016
 - a. Merchant sign in: Monday at 9am-1pm starting 2-20-17
 - b. All vehicles removed by Tuesday at 9am 2-21-17
 - c. Merchants Ready to Sell by Tuesday 9am 2-21-17
 - d. Merchants' Row Open to the Public Tuesday 9am 2-21-17
 - e. Merchant Booth Tear Down cannot begin until Sunday at 8am 2-26-17
 - f. NO VEHICLES ON MERCHANTS ROW UNTIL 8AM Sunday 2-26-17
 - g. Merchants Off Site by Monday at Noon 2-27-17
4. The merchant at the termination of the event and/or prior to their departure remove all equipment, sales items, supplies, packing material, and trash (including cigarette butts) from the booth and premises, and leave it clean and orderly.
5. Merchant assumes full responsibility for maintenance of their booth area and the area around it, keeping it clean and supplying all necessary materials for operation. Any and all pets must be kept on a leash or caged at all times. Pet refuse must be discarded in the large dumpsters. Do not leave pet refuse sand bags next to, by, or in the small trashcans.
6. The merchant's theme of the core sales items, dress, and the dress of their assistants and other persons associated with their booth, must be consistent with the historical time period of the SCA or the current SCA usage.

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Merchant Agreement (Page 2 of 2) 2017

7. Moonlight Madness starts Friday at 7pm 2-24-17. This is a voluntary event. All merchants are encouraged to participate.
8. The event staff or its agents may inspect sales booths at any time. The event staff reserves the right to demand the removal of any sales item deemed unsuitable, in their opinion, for sale at the event. Use of, sale of, or display of any illegal or unauthorized materials at any time will result in the immediate cancellation of this agreement, closure of the booth, and the forfeiture of all fees paid for the event. Furthermore, the above mentioned violations may result in the removal of the sales items and/or person(s) involved by the proper authorities.
9. Everyone connected with merchant booths are considered to be party to this agreement and must abide by the merchant agreement and rules and regulations of the SCA set forth in Corpora and the laws of the Kingdom of Atenveldt, the site rules as posted on the Estrella War website and as published in the gatebook, as well as the laws and regulations of Maricopa County and the State of Arizona. This includes all helpers, assistants, family and minors in the company/employ of the undersigned merchant.
10. No refunds will be given for cancellations made 15 days or less before war. Refunds for cancellations prior to 15 days will be at the discretion of the Estrella War Main Event Steward(s) and the Estrella War Merchant Coordinator.
11. The Merchant must be 18 or older to sign this agreement.
12. By signing this form, the merchant agrees that the officers, staff, and agents of the SCA or Maricopa County are not responsible for injuries, loss, or damage to person or property, and the merchant agrees to abide by all decisions, rules and requests of the event staff in regard to personal conduct and display at the event.

I, the undersigned, hereby acknowledge that all parties connected with my merchant booth have carefully read and completely understand this merchant agreement for Estrella War XXXIII, and agree to abide by all the rules described herein.

Furthermore, by signing this I proclaim that I am the legal representative for the business in question.

Print Legal Name _____ Date _____

Signature (Legal Name) _____

Print SCA Name _____

Business/Booth Name _____

What year is this for you attending Estrella War as a merchant? _____