

Great Western War XII (2009) * Merchant Information and Guidelines

<http://www.caid-gww.org>

Registration Dates

Merchant registration opens June 12, 2009 and must be postmarked by August 15, 2009.

Event Dates

The event officially runs from Noon on Tuesday, October 6, 2009 to Noon on Monday, October 12, 2009. Only pre-registered merchants may start setting up at Noon on Monday, October 5th and all merchants are required to have their site cleared from Buena Vista Recreational Area no later than noon October 12, 2009.

Location

Great Western War XII will be held Buena Vista Aquatic Recreational Area, 13601 Ironbark Rd, Taft, CA. We are expecting approximately 2,000 people to attend, many of whom make sizable purchases at this event. This is one of the largest SCA events in Southern California.

Merchant Requirements

All Merchants must present a valid Resellers Permit. If two merchants will be sharing a **booth space both parties must have a current Resellers Permit**. There will be **NO** subletting allowed. **Reseller Permits** may be obtained here:

<http://www.boe.ca.gov/info/reg.htm>

Booth and Gate Fees

Non-Food Merchant Booth spaces are \$70 for the first 20 ft x 20 ft lot. This includes one (1) gate entry site token. **Additional spaces** are \$25 for each additional space. Additional spaces **DO NOT INCLUDE ADDITIONAL SITE FEES**.

Food Merchant Booth spaces are \$95 for a 30 ft x 30 ft space. This includes one (1) gate entry site token. In addition, Food Merchants are required to obtain a temporary Food Permit from Kern County. Please refer to

<http://www.co.kern.ca.us/eh/FoodPage.asp> for your application form and guidelines.

Please make merchant registration checks payable to: "S.C.A., Inc. / Kingdom of Caid"

You may pay all your fees with your reservation form. Gate Entry for one (1) adult is included in the fee for your first booth space. All others must pre-register through General GWW registration, which opens June 1, 2009.

Set-Up

Merchants must check in at the Gate before proceeding to Merchant Row.

Pre-registered merchants may begin set up at noon on Monday, October 5, 2009. If you cannot find your space, ask for the Merchant Steward or one of the on-site stewards and they will assist you. The Merchant Stewards will not be readily available between 11 PM and 7 AM. **Night set up must be carried out with full consideration of your neighbors. Your booth must fit within the space allotted; if your camping tent does not fit it will need to be moved to a camping area.**

Due to Park regulations, there will be very limited vehicle access off the pavement. You will be permitted to park on the grass briefly to unload your equipment. You may then move your equipment and merchandise to your space for set-up. **Absolutely NO portable generators are allowed on merchants row.** Arrangements have been made with Headquarters for charging of medical devices; please provide your own padlock. Access to electricity is **severely** limited and available **only** to food merchants by prior arrangement with the Merchant Steward.

All merchants are expected to be self sufficient. If you need physical assistance in setting up your booth, you must make your own arrangements.

Deliveries

The Event Stewards will **NOT** accept UPS or other ground deliveries of your merchandise. There is a strict "No Drop-Off" policy. If you wish to arrange a delivery, you must be on-site to receive it. All deliveries must be met at Gate. Any deliveries for persons not on-site will be refused.

Rules of Operation

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All merchants are to be set up within the Merchant Village. No merchandising activities will take place outside of the Merchant Village. Absolutely no amplified or non-period music that can be heard beyond your booth is permitted during set-up or during the event. This includes the time from Noon on Monday, October 5th through Monday, October 12, 2009. **NO SUBLETTING OF BOOTH SPACE IS ALLOWED.** Your booth must fit inside the space allotted.

Seller's Permits

All merchandise sellers must have valid Seller's Permits issued by the California Board of Equalization. **THIS IS REQUIRED BY LAW**, no exceptions, even for out-of-state merchants. This means you must collect sales tax on all transactions and file all the appropriate returns. If you provide a service and do not sell any merchandise, you do not need a permit. If you have a permit already, bring it with you. If you do not, contact your local California Board of Equalization office on how to obtain a temporary permit. If you have filed but yet not received your permit, write **"Pending"** in the space marked for the permit number on the registration form, but be sure you report this information to the Merchant Steward before you set up at the event.

If you do not have a valid California Seller's Permit you will NOT be allowed to set up. The closest California State Board of Equalization office for the site is in Bakersfield at 1800-30th Street, Suite 380, CA 93301-1922. (661)-395-2880. To obtain a California Seller's Permit, go to the web site at: <http://www.boe.ca.gov/info/reg.htm>

Food Merchants

Food Merchants are required to obtain a Temporary Food Permit from Kern County. You may find the application forms at:

- * <http://www.co.kern.ca.us/eh/FoodPage.asp>
- * http://psbweb.co.kern.ca.us/EH_Internet/pdfs/Food/foodForms/TemporaryFoodFacilityGuidelines.pdf

All food merchants will be placed together. There is a limited amount to electricity that is available **ONLY** to food merchants. You must contact the Merchant Steward to verify availability of electricity.

All food merchants must be familiar with any applicable rules and regulations concerning sale of food at the event. It will be your sole responsibility to ensure all requirements are met. This includes but is not limited to obtaining the proper permits and the following of guidelines for the hand and utensil washing stations set forth by Kern County.

Facilities

There is potable running water available throughout the Park, however you may wish to bring your own as access to faucets is somewhat limited. There will be showers in mobile facilities available not too far from the Merchant Village. Electrical supply will be restricted to the food merchants and the Food Court tent. It is extremely limited and available by prior arrangement only.

No ground fires are allowed in the Park. Bring a safe fire pit or hibachi, and obey all fire laws and regulations that may be in effect at the time, whether or not they are mentioned here or in other Great Western War event information (printed or online).

Fire Extinguishers are REQUIRED for EVERY Booth!

Security

While you are ultimately responsible for your own booth, the Constabulary will make their usual rounds during the event. Volunteers to assist with these watches would be much appreciated. Please contact the Volunteer Autocrat when you arrive at the site if you would like to help out.

Donations

As in years past, Great Western War will be conducting a volunteer raffle. This will be the only official raffle of Great Western War. It is of course due to the huge generosity of the Merchants that GWW can thank their volunteers so graciously. If you are willing to make a donation to help us thank the efforts of all the wonderful volunteers that make this war happen we would be very appreciative. Please let me know if you would be willing to contribute.

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Summary: How to Reserve Your Merchant Space

1. Read the entire Merchant's Packet.
2. Read and sign the Merchant's Agreement and all appropriate waivers.
3. All merchant spaces will be assigned by the merchant steward as merchants arrive, in a progressive pattern.
4. **Mail the following items:**
 - A **signed** Merchant's Agreement
 - A **completed** Registration Form
 - A check or Money Order for all applicable merchant/gate entry fees (No partial payments will be accepted)
 - A Copy of Your Resellers Permit

Send all forms and payments to:

Denise Palmer, P.O. Box 880, Joshua Tree, CA 92252 (Lady Dananir al-Attarah)
(760) 366-3641 - Please, no phone calls after 11 pm PST or before 8 am PST
Email: merchants@caid-gww.org