

Hail and Welcome

We are very pleased to have each of you with us this year for our 7th annual Enchanted Chalice Renaissance Faire!

Please use the information below to help you and your crew check-in as VENDORS/PERFORMERS. This same information will be included in your vendor packet which you can pick-up either Friday or Saturday at the **VENDOR/PERFORMER CHECK-IN TENT** located at the half-circle driveway on State Park Road.

Your vendor/performer/other packet will include a grounds map with your site number (if applicable), wristbands for Friday and Saturday and the Merchant/Food/SCA (if applicable), general information document which details our Faire rules. Your participation in The Enchanted Chalice Renaissance Faire confirms your acceptance of these rules.

1. As noted above, Vendor/Performer check-in is located at the half-circle driveway, behind the stage, on State Park road. Any vendor or performer that will setup a tent/canopy or has equipment/merchandise to unload must **DRIVE TO** and **CHECK-IN** at the Vendor/Performer tent **FIRST!**

2. After receiving your vendor packet and setting up your site, please park your vehicle in the vendor parking area. The Vendor parking area is for both vendors and/or performers. Attached to this email is a vendor parking pass that must be displayed by each vehicle in the vendor parking area. Please either save the PDF to your smartphone and show to our parking attendants or print and place on your dashboard prior to arriving at the Faire.

3. If any vendor/performer participant plans to come at a later time (as a helper) or does not have anything to setup, we ask that they please try to carpool. We have a limited number of vendor parking spaces. Vendor helpers can park at either the Bi-Lo or Cherrydale shopping areas then ride together to the fair grounds. If space is available and they have a vendor parking pass, they may park in the vendor lot. Otherwise they will have to park in general parking area and come into the Faire via the main entrance with the attendees.

a. **PLEASE NOTE, THIS IS VERY IMPORTANT!** Any crew/team member that enters through the main entrance **MUST SHOW THE ATTACHED GATE PASS** at our Volunteer table. One gate pass can be used for a group. After entering, please pickup your wristbands at either your vendor tent or the Vendor/Performer check-in tent located behind the Main Stage.

4. Our only way to control legitimate entry into the Faire is through the use of wristbands. Anyone not wearing a wristband is not allowed to buy any food and/or merchandise. Please **DO NOT SELL** to anyone not wearing a wristband.

5. Set-up time on Friday begins at 10:00 AM. Set-up time on Saturday begins at 7:00 AM. Vehicles will **NOT** be allowed in the vendor area after 4:30 PM on Friday evening, after 9:30 AM on Saturday morning or before 6:15 PM on Saturday evening.

6. Our Faire grounds are located on the side of a mountain. While most of the grounds are relatively flat, some booth sites will have a slope up to a 6" from one side to the other. Please bring shims or other suitable objects to help level your tables.

7. Our physical address is 1135 State Park Road, Greenville SC 29609.

8. We will have Wi-Fi available for your use to accommodate credit card sales. Please ask when you arrive and the Site ID/Password will be provided to you. Please **DO NOT USE TO STREAM ANY CONTENT**. This is provided as a courtesy to help with your sales. Streaming music, movies and/or playing games will reduce the bandwidth and your ability to use our Wi-Fi for your sales. Please limit your connection to only the device(s) that will be used for credit card sales.

9. All exhibitors must conduct their business from their stand area and exhibits must not intrude into public areas. Stands must be occupied from 5:00 PM to 9:00 PM on Friday (although you may stay open until the show ends at 11:00PM if you wish) and from 10:00 AM until 6:00 PM on Saturday.