



**Old Mill Shop APPLICATION – Page 1**  
**for Consignment Sales of Handmade Crafts**  
October 4, 5 & 6, 2019

**Application Due: May 31, 2019**

Please PRINT

Name		Exhibitor Number*
<i>* Exhibitor Number: If you are a new applicant, an Exhibitor Number will be assigned to you upon acceptance. If you are a former Mill exhibitor and have forgotten your Exhibitor Number, call or email Foundation office.</i>		
Street Address		
City	State	ZIP
Phone	Other Phone	
Email		

**Before submitting your application, read the instructions carefully even if you are a former Mill consignor, and be sure to enclose:**

- Application, page 1: Consignor Information
- Application, page 2: Volunteer Participation
- Application, page 3: Consignment Proposal form
- Your nonrefundable entry fee: \$30 (*payable to the Waterford Foundation*)
- NEW Consignors, or returning consignors with new types of work: Photos of a representative sample of work you will be selling at the Mill

Send to: Waterford Foundation – P.O Box 142 – Waterford, VA 20197 or  
**Apply online at: [waterfordfairva.org/participate](http://waterfordfairva.org/participate)**

**QUESTIONS?** Call 540-882-3018, ext. 4 or  
email to [fairadmin@waterfordfoundation.org](mailto:fairadmin@waterfordfoundation.org)

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**Old Mill Shop APPLICATION – Page 2**  
**Volunteer Participation**

Volunteers are critical to the success of the Old Mill Shop and important to the quality of the consignors' experience at this venue. Although craft or retail experience can be helpful, it is not necessary for Mill volunteers. There are tasks available at different skill levels. People who have previously consigned goods at the Mill are especially encouraged to volunteer due to their general familiarity and previous experience with the Mill and similar craft show operations.

Special Credits for Consignors Who Volunteer

We need volunteers who can work before, during and after the fair (see options below).

Volunteers who work a minimum of 4 hours before or during the fair receive free 1-day admission ticket to the fair in addition to a volunteer badge that covers the day of their shift.

**\*\*NEW\*\*** Consignors are also entered into a **lottery drawing** for a **full refund of their application fee**, and they will receive special signage that calls attention to their work during the event. Consignors who supply additional volunteers will be entered in the drawing once for each extra volunteer that they sign up.

**Can you help? Here are the options.**  
**Check all that may work with your schedule.**

If you check more than one box, does it mean you are willing to work more than one shift?  Yes  No

You may star (\*) your preferred shift (s).

**Before the Fair:**

- I can help check-in consignment items:  
 *Friday, Sept. 27; 8:30 am – 12:30 pm*     *Saturday, Sept. 28; 8:30 am – 12:30 pm*
- I can help set up the shop (merchandising or set-up experience preferred but not necessary)  
Friday, Sept. 27 – Thurs, Oct. 3; you will be contacted for date/time.

**During the Fair:**

- I am available to work (check one or more boxes):
- 9:30 am – 1:30 pm:  Friday, Oct. 4,  Saturday, Oct. 5,  Sunday, Oct. 6  
1:15 pm – 5:15 pm:  Friday, Oct. 4,  Saturday, Oct. 5,  Sunday, Oct. 6
- I would prefer to help with (check as many roles as you would be comfortable with):
- |  |   |
|--|---|
| <input type="checkbox"/> Cashier                 | <input type="checkbox"/> Wrap/Bag Purchase  |
| <input type="checkbox"/> Floor Monitor           | <input type="checkbox"/> Front Door Greeter |
| <input type="checkbox"/> Back Door/Basket Return | <input type="checkbox"/> Any Task           |

**After the Fair:**

- I am available to work (check one or more boxes):
- Sorting of unsold merchandise – Monday, Oct. 7; 10 am- noon  
 Check out of consignors' unsold merchandise  
 Monday, Oct. 7; 1 pm – 4 pm  
 Saturday, Oct 12; 10 am – noon
- Mill clean up (by appointment)

*Thank you! Your participation as a volunteer is greatly appreciated.*