



## **Are you considering consigning your crafts to the Old Mill Shop during the Fair?**

### Here's What You Can Expect

1. We accept only items that you have hand made. No imports or manufactured "crafts" are allowed.
2. You are not renting a booth; you are applying for your work to be included in a shop-like setting. If you have a large number of products within your crafting medium, you'll want to limit your submissions to focus on a few of your most popular products, or those which fit particularly well with the Waterford Fair's traditional theme.
3. The quantities of each product are important (unless you have larger, clearly one-of-a-kind items). We ask that you submit enough of each item to make a noticeable display, but probably not as many as you would expect to include in a "booth" show. No "odds and ends" please, and only a reasonable quantity of each product. You are permitted to re-stock during the Fair, and there is space to store some back-stock, if your previous sales at the Mill warrant that.
4. There is a price limit on small items. Goods that are small enough to end up in a purse or pocket have a price limit of \$60, unless you can package or card them in a larger or bulkier format.
5. The three floors of the Mill are organized thematically, to a great extent by season. If you have significant quantities of work featuring different seasons or different media, your work may be displayed on different floors or in different places.
6. Consignors may provide small specialized display equipment that helps to show their work to best advantage. We'll use it when we can. You may also provide business cards or small explanatory signage that can be presented with your goods. Be sure to label all display equipment with your name and exhibitor number.
7. There is a central check-out area where all sales take place. You do not have to be present to sell your goods, although we encourage consignors to volunteer.
8. Taxes are handled as part of the sales process and are added to the purchase price at that time. You do not need to add an amount to cover taxes into your sales nor do you have to pay sales tax.
9. The Shop at the Mill depends entirely on volunteer staff, before, during and after the Fair, and we encourage our consignors to volunteer and to help us find additional volunteers. Consignors who volunteer are given special considerations, including:
  - Free admission to the Fair
  - Special signage calling attention to their goods during the Fair, and
  - The possibility of getting a full refund of their application fee via a lottery. Consignors are entered in the lottery once for each volunteer they generate.
10. Questions? Call 540-882-3018, ext 4 or email to [fairadmin@waterfordfoundation.org](mailto:fairadmin@waterfordfoundation.org).