

Merchant Application Indoor Event

KEEP A COPY FOR YOUR OWN RECORDS AND SEND IN AN ORIGINAL COPY



MacDudley's Mystic Market 2026
October 17, 10am-6pm · October 18, 10am-5pm
Kalamazoo County expo Center
2900 Lake St. Kalamazoo, MI 49048
Period of event 1300-1901

W: www.macdudley.com E: mddg.llc@gmail.com This is a garbed event

Name/Bus. Names: _____ Faire name (if different): _____
Address: _____ Apt/Suite: _____ City: _____
St: _____ Zip: _____ Phone: () _____
Social Media Site or website: _____
Email Address: _____
How did you hear about our events? _____
Best Method of Correspondence: _____

Special accommodation (ADA)? Example wheelchair, walker or a cane Yes or No
Every effort will be made to accommodate you and your crew needs.

Are you a returning vendor? Yes No
Have you been a merchant at a ren faire before? Yes No
Set Up: ETA for Friday October 16, 2026: 1pm 2pm 3pm 4pm 5pm If you need to come later, call Bridget at (269) 359-8388, but no later than 7:30 pm.
Setup may be done on Saturday from 7am to 9:15am.
Packet Pickup can be done by finding Bridget, Text or call her at 269-359-8388.

Tear down: Start October 18 at 5pm- 6pm

MacDudley Dragon Entertainment LLC™ is not responsible for merchant sales tax remittance.

List Merchandise to be offered: If a merchant is juried in, they may be asked not to sell any item(s) that are duplicated by other vendors. This is to ensure all merchants have equal opportunity to capitalize on their investment. Merchants displaying items not previously listed or approved may be asked to remove those items. All merchandise must be at least 25% handmade. If selling food items, please see #6 under Rules and Regulations. **(Attach additional pages if you need more room).**

The booth and vendor should be dressed in period-appropriate garb, exceptions will be made for more modern vendors who dress to represent their brand. The merchant committee at MacDudley Dragon Entertainment LLC™ will review. Merchants who are not accepted by the committee will receive a full refund of their registration fees.

MacDudley's Draigonquest: Optional

Going on a trail to learn about different disabilities is a fun way to educate the public about different disabilities. The child will gather signatures of the participating merchants after the merchant gives the child one or two sentences about the disability the merchant is representing. Would you like to participate in the Draigonquest? Yes No

Please list a disability or cause if you have a preference: _____

If you need help picking a disability or finding some facts about the disability, please call Bridget at 269-359-8388 or email mddg.llc@gmail.com

Advertising: We offer Ad space to vendors in the event program, various sizes and pricing to suit all needs. We will be contacting you the week of September 21, 2026, to get your camera-ready art for your advertisement with a full description of how you would like your advertisement to appear in the program. If you will not be available, please contact us with this information or we will proceed as necessary. 1/4 page (vertical) \$40 1/8 page (horizontal) \$20

Ads list (type only): **Included in booth cost.**

Weapon Sales: All merchants are responsible for having on hand all federal, state and county permits to sell such items, and the merchant takes responsibility for all such sales. Weapons may only be sold to those age 18 and must be peace-tied/sealed at the time of sale. For any weapon that cannot be properly peace-tied/sealed (such as any weapon sold without a scabbard), the merchant is responsible for carrying the weapon out of the festival and ensuring that the weapon is locked in the customer's vehicle. Selling weapons? Yes No If Yes, please describe: _____

How are you paying? Check (complete form by hand and mail) ; Debit/Credit Card GPay CashApp AfterPay
USE PAY ELECTRONICALLY LINK AND COMPLETE ONLINE FORM & PAY ONLINE

Online form & Pay: <https://macdudley-dragon-entertainment-llc.square.site/merchants>

Booth	Qty	Amount	Total	What is included
10 X 10 no power (Perimeter booth)		\$105		Two 8ft rectangle table & two chairs (You may bring your own table)
Electric		\$10		For the weekend (does not include a power strip and extension cord). Only 110 Watt power available.
Extra pass		\$5 ea.		First two people are free with booth. Limit six (6) in total.
Chair Rental		\$ 1 ea.		First two people are free with booth. Limit six (6) in total.
Center 10X10		\$125 Includes electricity Limited space		Includes electric, three (3) 8ft tables, and three (3) chairs. (does not include power strip and extension cord) Power cord comes from the ceiling. Only 110 Watt power available.
8 X 10 (no power)		\$80		Nothing included.
Ad 1/4 page		\$40		Advertising 1/4 page vertical in event program
Ad 1/8 page		\$20		Advertising 1/8 page vertical in event program
Sub-Total				
Optional				
Dinner Theater		\$35		Saturday, October 17, 7pm, Room B; Lord Byron (Micheal O'Hair) and Mary Shelley (Emi Fisher). Must be 18 or older
Tea		\$10		Sunday, October 18, 2 pm High tea with royalty
Final Total				

PLEASE SUBMIT THE FOLLOWING (INCLUDE ALL PHOTOS REQUESTED FOR BOOTH AND PRODUCTS)

- Sign, scan, and return this form (or send photos of each page)
- Proof of insurance (as required) if selling weapons.
- Photos of booths, employees and all products to sell. Please be sure photos are of merchandise as you want it to appear on our social media. Photos will become property of MacDudley Dragon Entertainment LLC™ and MacDudley's Mystic Market.
- **If you are paying by credit card, you have 24 hours to get the money to us or you will not be considered for our merchant position at our event. If you are paying by check please e-mail Bridget at mddg.llc@gmail.com and let her know when to expect the check approximately _____ (date)**
- If paying by check* or money order for merchant fees, please make payment to:
MacDudley Dragon Entertainment LLC™.
Mail to: Bridget Ackley, 4304 Winthrop Ave., Portage, MI 49002.
***Returned checks are subject to a \$50 processing fee.**

Terms: Each party agrees to indemnify and hold the other party harmless from all damages, judgments, awards, settlements and other liabilities

(including, without limitation, attorneys fees and expenses in defense of the same) resulting from any claims, proceedings, suits or actions brought against the other party which arise out of or relate to such party's actions or omissions in performing services. Neither party shall be liable to the other party for any lost profits or other indirect or consequential damages.

MacDudley Dragon Entertainment LLC™ shall not be liable for its failure to perform any term or condition under this Agreement, or for any indirect or special damages or loss which may be suffered by a vendor in connection with such failure to perform, if said failure to perform or damages are a result of conditions beyond MacDudley Dragon Entertainment LLC's™ control such as, but not limited to, war, insurrection, strikes, fires, floods, acts of God, governmental restrictions, power failures, or any other cause beyond the reasonable control of MacDudley Dragon Entertainment LLC™.

This Merchant Application and Agreement constitute the entire agreement between the parties and shall be governed by and construed according to the laws of the State of Michigan. Nothing herein shall be construed as creating a partnership, employment, joint venture, or agency relationship between the parties and no party shall have authority to bind the other in any respect.

If any provision of this Agreement shall be held invalid, void or unenforceable for any reason, then said provision shall be severed from the remaining provisions of this Agreement, and the remainder of the Agreement will remain in full force and effect.

Remember to submit all required information with your application as incomplete application(s) will not be considered for this event.

By signing this Merchant Application and Agreement, I hereby consent to the terms and conditions herein.

**MacDudley Dragon Entertainment LLC™
MacDudley's Mystic Market**

This application does not guarantee your acceptance to participate in the festival.

Merchant Signature: _____ Date: _____ Merchant Legal Name (Print): _____

GENERAL SETUP RULES & REGULATIONS

1. Merchants agree not to post, attach, paste or affix any placard or signage to a wall or door. Any signs must be posted on an available bulletin board or area agreed upon by the Expo Center. Tape or adhesive use is prohibited on any wall or door. Signs, banners, or other items cannot be hung from ceilings.
2. Event loading and unloading must be done in designated loading zone areas.
3. Access to exit doors must not be blocked. All event setups must be compliant with Kalamazoo Township fire codes, and floor plans must be approved by the Kalamazoo Township Fire Marshal a minimum of 14 days in advance.
4. Large items displayed, housed or presented on any floor must be placed on a tarp or similar covering so as not to stain or damage flooring. Heavy materials must not be dragged, skidded or rolled over floors. All heavy materials or equipment must have matting placed underneath to protect all floor surfaces.
5. Items may not be placed on heating/air conditioners units.
6. Attention any merchants selling food items, per the Kalamazoo County Expo Center:

VENDOR FOOD SALES OR SAMPLING

Events are permitted to allow vendors that sell food products as long as they are not sold as a concession item. Food items for sale must be pre-packaged and intended for consumption at a later time. Baked goods and other items cannot be sold in individual servings, but must be pre-packaged in bulk quantities. Vendors at events are permitted to provide samples of foods for sale provided they are in compliance with food sampling guidelines.

ALL VENDORS SELLING OR SAMPLING FOOD PRODUCTS SHOULD CONTACT THE KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT, ENVIRONMENTAL HEALTH DIVISION AT 269-373-5210 TO DETERMINE IF ANY LICENSING OR SPECIAL EQUIPMENT IS NEEDED.

No deep fryers are allowed inside any of the buildings. Frying, grilling, or cooking with open flame is not permitted inside the building.

Please Provide Bridget Ackley with a copy of your food license at MDDG.llc@gmail.com.

7. Merchants must be packed up on Sunday by 6:30 pm.
8. No flyers may be placed on vehicles.
9. Anyone present in a merchant booth must be working the booth, otherwise they must purchase a daytime pass.
10. Children under 12 must be accompanied by an adult outside of their merchant booth.
11. Popcorn is not allowed to be prepared, sold or served during events held indoors at the Expo Center without prior written approval by the Expo Center.
12. No pop-up tents or canopies can be set up inside the Expo Center
13. No candles, glitter or confetti may be used for decoration. Balloons are not permitted.
14. Merchants **MUST** let Bridget know half an hour (1/2) prior to, if the merchant is going to pack up their merchandise and leave early.
15. Upon acceptance as a merchant, you will receive a booth number. Please arrive to the event with your booth number in hand so you may find it on the floor plan, and we may help guide you.
16. On opening day, October 17th, all mundane items must be well camouflaged or hidden by 9:45a.m. with the exception of the chair(s) that are provided. On October 18th mundane items must be hidden by 10:45 a.m.
17. All tables must have coverings on them unless they are wood.
18. All merchants on October 17th must stay open between the hours of 10:00am to 6:00pm. If the merchant either decides to leave before 6:00pm. or stay open later, they must contact Bridget and let her know one half (1/2) an hour before their decision (269) 359-8388. MacDudley Dragon Entertainment LLC is not held liable if the merchant leaves their merchandise unsecured.
19. Politics/religion discussions **must be** held outside of the event, dinner, and high tea areas. While we feel that everyone has a right to express their opinion, we do not feel it is appropriate at the event. If expressing your opinion results in either being loud and obnoxious or damaging other property you will be asked to leave the event immediately. Also, if merchandise from any merchant is damaged you are responsible for paying for the damage yourself.
20. _____ buy initialing you have indicated that you understand and will abide by the rules.

_____ (Your Initials) All photos submitted are property of MacDudley Dragon Entertainment, LLC and may be used for social media and advertisement, etc.