



## The Medieval Market: rules and regulations for MEDELTIDSVECKAN 2018

Dear market participant, these rules are extensive. They exist due to the fact that the Medieval Week Market is quite the unique market. All of us who work and participate in the market are passionate about our craft and our market as a whole. Together, we all aim to improve the market's future and its quality.

Our goal is that all exhibitors (vendors, restaurateurs and artisans), market stalls and wares together give a good illusion of a medieval market. Upon approval of your application, you agree to abide by these rules.

The organizers can be contacted if you want tips, advices or support. Fill out your application thoroughly so that organizer can support and assist you in the best way possible. The Medieval Market is organized in co-operation with goGotland. This broadens the skills and resources for the Medieval Week in terms of taking care of and developing the market for the future.

It is important that we all shoulder a joint responsibility for the reputation of the Market and the Medieval Week. Please read carefully what is expected of you as a market exhibitor.

Warm welcome to the market at Medieval Week 2018

Best Regards,

*John Friederich, Market Coordinator*

**marknad@medeltidsveckan.se**



## GENERAL RULES

**1. All types of products / activities / services must be approved before they can be sold at the Medieval Week Market. The Medieval Market approves products and materials that could have existed in the Middle Ages.**

Products that are:

- Of medieval character and feel
- Inspired by the medieval age
- Made of materials that existed during the Middle Ages
- Created with medieval methods.

**2. Your designated area that has been applied for and agreed upon may not be modified,** e.g. with products displayed in front on your market stand outside of your designated area, without approval from organizers.

Control measurements will be carried out. Extra space approved by the organizers will be charged afterwards.

Fill out your application thoroughly so that we as organizer can support and assist you in the best way possible.

The organizer has no cash management on site. Your area must be paid for prior to arrival. Your area will not be prepared for you if the organizer has not received payment before Wednesday 1/8 2018.

**3. The designated area is to be used on all occasions applied for in the application.**

In the case of sold out products, or other reasons you are unable to attend, the market coordinator shall be informed.

The Markets opening hours are to be respected at all times. For the period 5-11/8 2018 the Market has the following opening hours: daily 11:00am to 07:00pm, Sunday 12/8: 11:00am to 04:00pm

**4. Market Stand must be of medieval character.**

Constructed out of wood or wrought iron, and cloth. Regular metal pipes or profiles are not allowed. Roof and walls are in cloth, wood or any other materials true to the period. All "modern" parts must be camouflaged and/or covered with period materials. Make sure the back of the market stall is clean and neat. Think of a proper and neat partitioning of work and storage areas. If you need to protect your stall or merchandise during rain, sew a piece of cloth around a tarp which you can put over the things you need to protect.

**5. Signs should be designed in a medieval font.**

It is most period to use symbols and talk for the goods. Handmade signs in wood or matte fabric (linen, cotton, etc.) with words are allowed, but be sure to use a medieval font. Modern signage (refers to both materials, fonts and design) is not allowed.

**6. Products can not be promoted in:**

- Paper napkins or in cardboard boxes
- Metal cartridges or in tin foil
- In plastic bags or in plastic jugs
- In thermoses



**Since 2017, no plastic cutlery is allowed when selling and serving meals and other refreshments. Offered cutlery and tableware must be of biodegradable and environmentally friendly materials with a medieval feeling, such as wood or bamboo.**



- On plastic hangers

Do not store plastic bags and disposable materials in a visible way.

**7. Vendors and others who reside in the stalls shall be dressed in a medieval manner.**

Remember that this also includes your shoes. Everyone is encouraged to wear headgear. One tip is to search for videos and pictures from Medieval Week on YouTube or Google. Simple tunic, gunny-sack or the like over modern clothes is not accepted. Sneakers is not accepted.

**8. The right to sell coffee or alcoholic beverages on the market area is reserved for the organizer.**

Sales of carbonated beverage is reserved for restaurateurs with special agreement with the organizer. Carbonated beverage is not allowed to be put on display in the market stand.

**9. Vehicles on the area are allowed for delivery and unpacking at the market stand after opening hours.**

All vehicles must be removed from the marketplace no later than 60 minutes prior to market opening. Vehicles may not be parked on the premises. This is because of the security risks involved in driving cars on the market area during opening hours. It is also because of the visitor's experience – they should have the same quality experience whether they visit the area at 11 am or 3 pm.

**10. We have high requirements regarding the waste sorting system.**

The Medieval Week strives to be as environmentally friendly as possible. Waste sorting is applied.

**11. Overnight stays in the market stands must be reported to the organizer beforehand.**

Only market exhibitors with permission of the organizer may stay overnight in the area. Please read the separate document regarding "Overnight stay" when you apply.

**12. Use of LPG needs to be reported to the Emergency Services Gotland.**

It is the vendor's responsibility to notify the authorities responsible. Remember that notice must be given at least 14 days before the market opens. Send an e-mail with information about your use of LPG to [forebyggande.rt@gotland.se](mailto:forebyggande.rt@gotland.se)

**13. Electricity is available if needed - if you apply for it.**

There is a limit to the amount of electricity available in the market area. Only those who pre-order in their application the need for

electricity will be provided with an electrical connection. The electricity fee is a sum that includes:

- Consumption
- Connection fee
- Service costs

**If you are in need of electricity:**

- Enter it in your application.
- State what the electricity is to be used for.



- Only grounded cords that are made to be used outdoors and comply with regulation standard (IP44) shall be used. These are not provided by the organizer.
- A maximum of 230 V (1000w) may be charged with a regular plug connection.
- If a larger connection, 3phase (16A/32A), is required, please contact the organizers.
- If an electricity failure occurs and the organizer can derive the incident to have been caused by an exhibitor not complying with agreed upon terms, the exhibitor becomes liable to extra charges.
- Controls may take place. If you turn out to have a consumption larger than ordered, you will have to pay a penalty fee as well as paying for the extra consumption.
- Illegal and unreported connection to the electricity grid poses an immediate expulsion from the market area.
- Electricity is provided Friday 3/8 to Sunday 12/8 2018.
- You may be placed according to your choice of electricity consumption.
- The organizer provides a charging station at the info booth for charging phones and card machines.

#### **14. All exhibitors must leave the area before 12:00 Monday 13/8 2018.**

If you leave bulky debris on the marketplace, you will be charged per kg. Infraction of the time and date stated above (12:00 Monday 13/8 2018) will lead to you being charged 3000 SEK/day.

Access to the trailers with toilettes at the market place will be available until the official closing of the market, Sunday 12/8 at 16.00.

The public toilettes at the area is to be used after that.

#### **15. Cancellation of approved participation application shall be made in writing (letter or email)**

The administrative fee of 750 SEK (including VAT) is not refundable.

In case of cancellation:

15-30 days prior to the date of last payment (Wednesday 1/8-18) you will be charged 25% of the participation fee.

7-14 days prior to the date of last payment you will be charged 50% of the participation fee.

1-6 days prior to the date of last payment you will be charged 100% of the participation fee.

#### **16. The Organizer reserves the right to evict market exhibitors who do not follow the rules stated above and/or Swedish law without refund**

Written in February 2018, the organizer owns the rights to make changes in the terms.

Please contact the organizer with any questions or thoughts.

#### **Warm welcome to the market at Medieval Week 2018**

Best Regards,

*John Friederich, Market Coordinator*

**marknad@medeltidsveckan.se**



# PRICES 2018

VENDOR	AREA UP TO M <sup>2</sup>	PRICE 8 DAYS	PRICE PER DAY
small	6 m <sup>2</sup>	3 840 SEK	650 SEK
medium	10 m <sup>2</sup>	5 916 SEK	984 SEK
large	15 m <sup>2</sup>	8 611 SEK	1 432 SEK
X-large	25 m <sup>2</sup>	11 286 SEK	1 876 SEK
XXL	40 m <sup>2</sup>	15 544 SEK	2 584 SEK
EXTRA	>40 m <sup>2</sup>	389 SEK/m <sup>2</sup>	517 SEK/m <sup>2</sup>
Rent market stall		2 000 SEK	300 SEK

RESTAURATEUR	AREA UP TO M <sup>2</sup>	PRICE 8 DAYS
small	15 m <sup>2</sup>	19 360 SEK
large	35 m <sup>2</sup>	39 600 SEK
EXTRA	>35 m <sup>2</sup>	1 133 SEK/m <sup>2</sup>

MISC.	PRICE
Overnight stay	1 000 SEK/person
Admission fee	660 SEK
Electricity 230v (1kw)	700 SEK

If a larger connection is required, 3phase (16A/32A), please contact the organizers for a quota.

