



STEPS TO BECOMING A SPREE! MERCHANT

Step 1: Merchant Profile Account

New applicants: create a Merchant Profile Account [here](#) with a username and password. Within 72 hours, you will receive a confirmation email that your account has been created, then login to complete your application.

Returning applicants: login to your Merchant Profile/Home Page [here](#). If you have forgotten your username or password, follow the instructions on the login page to retrieve/reset them.

Note: your Merchant Home Page is where all links and files for your application and account will be located.

Step 2: Submit your Merchant Application and App Fee

A Shopping SPREE! is a juried show and every potential exhibitor, both new and returning, must submit an application, a \$25 application fee, and an inventory list to be considered. To access the application, login to your account and click the link found on the home page. The application includes questions about your inventory and desired booth size, a link to upload photos, and information about submitting samples.

Note: *If you are accepted, you will receive an email confirming that you have been approved as an Exhibitor for A Shopping SPREE!.*

Step 3: Accepted Exhibitors--Booth Reservation Request and Contract are Due on or before July 1, 2019 (or 45 Days from Application Date)

Once you have been approved as an Exhibitor, login to your Merchant Account, there you will see links to make a deposit and sign and submit the contract.

Step 4: Make it Final and Guarantee Your Space by September 30, 2019

Your final booth fee payment secures and guarantees your space in the show. Your Merchant home page provides information on the status of your application and payments, so be sure to check it and make your final booth fee payment.

Final note:

Be sure to keep an eye out for important emails from SPREEMerchants@gmail.com. There are several forms that you will need to complete and submit after your contract and booth payment – some are optional (do you need paid workers?) but some are very important (loading time request form!). These will all be listed on your Merchant Home Page when available and we will email to let you know when they are live.

Thanks to all Exhibitors who made our 2018 A Shopping SPREE! a success!