

Elgin Civil War Experience®

ELGIN'S 1ST ANNUAL

**Civil War Era Reenactment**

**June 10 - 11, 2017**

Lt. Rich Garling

Secretary, 9<sup>th</sup> Virginia Cavalry, Cos

B/McGregor's Battery

18805 W. Willow Point Dr

Grayslake, IL 60030



Dear Sutler,

You are cordially invited to participate in **Elgin Civil War Experience** 1st annual Civil War Era Reenactment, to be held on June 10 - 11, 2017, at Elgin, IL.

We feel we have the finest group of sutlers in the reenacting community, and it is our intent to maintain that high standard of quality. The success of any reenactment relies on the image portrayed by its participants. This reenactment has the reputation of becoming one of the best in the Upper Midwest and our goal is to merit that reputation. To this extent, we ask that each of you insure that the items you bring are both historically accurate and suitable for a **family-oriented reenactment**.

Please review the information about you below that we have on file. Make any corrections and reply at your earliest convenience. The sooner you respond, the sooner we will know of your intentions and can start planning to fulfill your needs.

**In particular, please verify that we have the correct measurements for the tent that you will bring this year. We need to know the actual size of the canvas, side-to-side width and front-to-rear depth. We will provide six feet of additional perimeter spacing for ropes and stakes.**

Your reply will temporarily reserve your space in Sutler Square until we receive your sutler fee. The deadline for the receipt of fees is **Monday, May 1, 2017**. When submitting fees, please make your check payable to **9<sup>th</sup> Virginia Cavalry** and include a current copy of your business card. Even if you do not plan to attend this year, will you please take a moment to reply so that we will have correct information with which to contact you in the future?

Parking is available in designated areas. We are unable to provide tent-side camping for everyone but will try to honor reasonable requests. Camping, electric service and set-up will not be allowed until Friday, June 9, 2017. Please plan your arrival accordingly.

If you have any questions, comments, or need additional information, please feel free to contact us by e-mail, or you may call or write using the contact information below. I look forward to greeting each of you as you arrive. Thank you for your part in making this event the success it has become.

Sincerely yours,

Lt. Rich Garling

Secretary, 9<sup>th</sup> Virginia Cavalry, Cos B/McGregor's Battery

**Sutler Registration Form:**

Please place an x on the appropriate lines.

- Yes, I plan to attend in 2017.**
- No. I will not be coming this year.**
- Please keep me on the mailing list.**
- Please remove my name from future contact.**

**Would you like to have 9<sup>th</sup> Virginia Cavalry link to your web site (yes or no)\_\_\_\_\_**

Below is the information we require for registration. **Please make sure we have the correct size of your tent canvas. We will provide an additional 6' interval between tents for ropes and stakes.**

**Sutler name** \_\_\_\_\_

**Proprietor** \_\_\_\_\_

**Street** \_\_\_\_\_

**Town** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Cell** \_\_\_\_\_

**E-mail** \_\_\_\_\_ **Web site** \_\_\_\_\_

**Tent size** \_\_\_\_\_ **Square feet**

**Fees:**

1. \$35.00
2. Limited electric service is available:  
Expected arrival, Thur\_\_\_\_, Fri.\_\_\_\_, Sat. (before 9 am)\_\_\_\_.  
Please indicate if electricity is required for an AC unit. yes\_\_\_\_; no\_\_\_\_.
3. **Total amount due by May 1, 2017. \$\_\_\_\_\_.(Refundable in emergencies)**  
(Please add \$10 to the above amount for late registration paid after June 1, 2017.)

Please make check payable to **9<sup>th</sup> Virginia Cavalry** and send with form to:

Lt. Rich Garling  
Secretary, 9<sup>th</sup> Virginia Cavalry, Cos B/McGregor's Battery  
18805 W. Willow Point Dr  
Grayslake, IL 60030

**Thank you,**

2<sup>nd</sup> Lt. Rich Garling  
Secretary, 9<sup>th</sup> Virginia Cavalry, Cos B/McGregor's Battery  
**Please note below any special concerns or needs:**