



# Appalachian Renaissance Faire

## Vendor Application

**\*Deadline for consideration as a vendor: 45 days before event**

**Dates & Times:** Welcome to the 5th annual Appalachian Renaissance Faire ("ARFT" or "Faire") season for 2021. The Faire takes place on November 6th & 7th, 2021. Event times are from 10:00 am - 6:00 pm for both Faire days. The event is rain or shine, excepting severe weather conditions.

**Location:** 520 Doc Hawkins Road, Greeneville TN, 37745. The Appalachian Renaissance Faire is located on a 30-acre site hosted by the Alliance Crossroads LARP group.

**\*\*COVID-19 Policy:** In the event that any ARFT Faire or extra-faire event has to be canceled due to COVID-19, vendors will be refunded their booth fee.\*\*

This is an outdoor event, and vendor booths will be spaced to help maintain social distancing for individuals who are not yet vaccinated/cannot be vaccinated. We will be complying with state and local regulations regarding COVID-19. We ask that you please respect any and all COVID-19 social distancing and/or mask requirements. Failure to do so may result in removal from the Faire without refund.

Mail Completed Application To:  
Appalachian Renaissance Faire, Inc.  
316 Fourth Street  
Fredericksburg, VA 22408

Email Applications To:  
[vendorcoordinator@appalachianrenaissancefaire.com](mailto:vendorcoordinator@appalachianrenaissancefaire.com)

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Faire Address:  
Appalachian Renaissance Faire, Inc.  
520 Doc Hawkins Road  
Greeneville, TN 37745

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Vendor Coordinator Contact:  
April Tos  
Phone: 770 880 8805  
Email: [vendorcoordinator@appalachianrenaissancefaire.com](mailto:vendorcoordinator@appalachianrenaissancefaire.com)

## VENDOR INFORMATION:

Booth Name: \_\_\_\_\_

Contact/Owner: \_\_\_\_\_ Returning Vendor?: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Phone : \_\_\_\_\_

Email: \_\_\_\_\_ Fax No: \_\_\_\_\_

Website Address: \_\_\_\_\_

Emergency Contact: (Name) \_\_\_\_\_ (Phone #) \_\_\_\_\_

Each vendor is responsible for paying local and state sales tax (9.75% for Greene County, TN)

Please include a copy of your Certificate of Insurance. Insurance needs to include Appalachian Renaissance Faire, Inc. as an additional insured with proper name and address, unless waiver is signed and returned. If you are a vendor selling alcohol products, please provide the applicable license (whether in-state or out-of-state seller, etc). There is security, but ultimately you are responsible for your booth and it's contents; leave it unattended at your own risk. We have event insurance for each event hosted, but we recommend getting your own insurance.

Please provide photos of your period-themed attire. All participants and booths are required to attempt to fit into Renaissance period theme. Please describe the items you sell in brief:

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## GATE PASS POLICY:

Maximum allotments: 10 x 10 = 2; 10 x 20 = 3; 10 x 30 = 4

Passes become your responsibility upon receipt. No duplicates for lost or missing passes will be issued during the event. Additional tickets are available for \$10 per ticket. Maximum 2 extra passes per vendor.

All participants must check in and must have a photo ID present to receive their pass. You may not check in other employees or participants. All participants and employees must also sign a Hold Harmless Agreement before entering the faire site. You must check in each day to receive an updated pass.

Gate Pass/Participant List:

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_

Please check your desired booth space:  
(Unless otherwise indicated, all prices are for both days)

Retail Vendor:

- ☐ Hawk/Cart = Email for Approval
- ☐ 10 x 10 = \$100
- ☐ 10 x 20 = \$170
- ☐ 10 x 30 = \$250
- ☐ Other Size: Please contact event coordinator. Booths over 600 sqft require approval.

Artisan Demonstrator:

- ☐ 10 x 10 = \$60
- ☐ 10 x 20 = \$120
- ☐ 10 x 30 = \$180

\*Artisan Demonstrators will be required to do an in-depth scheduled demonstration twice a day.

\*No personal generators are allowed on faire grounds unless you are a food vendor. If your booth absolutely requires one, contact the Field Marshal at:  
fieldmarshall@appalachianrenaissancefaire.com

Food Vendor:

- ☐ 10 x 10 = \$100
- ☐ 10 x 20 = \$200
- ☐ 10 x 30 = \$300

Electricity:

First come, first serve; limited availability

- ☐ Electricity = \$50/day

Space Description:

- ☐ Booth
- ☐ Booth with ropes
- ☐ Cart
- ☐ Tent with ropes

Customer Walkways (Booths) - All areas must be within your booth space.

Check one:

- ☐ Walk-in
- ☐ Walk-Around
- ☐ Walk-up

Please give your booth dimensions, including any space needed for booth AND tent ropes:

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\*If your booth does not fit within traditional spaces (with 2' of allowance on each side for stakes and tie-downs) you must contact us for special pricing or purchase the next size up.

Camping and Pets:

All camping is \$25 for the weekend per campsite (depending on the size of the campsite)

- ☐ Tent
- ☐ Pop-Up RV
- ☐ RV/Other - please contact the Field Marshal, George Rogers
- ☐ Animal Companion\* (not in demonstrations or shows) - \$10 fee per pet/weekend, pet MUST stay at vendor campsite during ARF event

\*Exception made for service animals (appropriate paperwork must be provided)

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Payment

Once your application has been approved, you will receive an invoice to process your payment(s). If you would prefer to pay by check\* or money order, our Vendor Coordinator will make those arrangements with you.

Cancellation Policy: There will be a processing fee of \$10 subtracted from all refunds for processing. Funds will be returned in the same way that they are paid.

Up to 90 days before event:	Full refund
60-90 days before event:	50% refund
30-60 days before event:	25% refund
30 days or less before event:	No Refund

\*For any payment by check that is returned for insufficient funds, there will be a \$50 insufficient funds charge.

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## TERMS & CONDITIONS

I have read all Terms and Conditions for the Appalachian Renaissance Faire, Inc. (hereinafter sometimes referred to as "Faire") vendors and participants, either found on the website or provided via email, and I agree to comply with them. I understand that failure to do so may result in my expulsion from the Faire without refund of my fees, and I may be barred from future Appalachian Renaissance Faire, Inc. events.

I assume all and any responsibility for my employees and all items used by our group. I will in no way hold the Appalachian Renaissance Faire, Inc. responsible for theft, damage to, or loss of any items having to do in any way with my encampment space, personal belongings, my person in general, or any persons belonging or persons in general manning my booth encampment at any time during all hours before, during and after the official hours of the Faire, or during set-up or take-down of the Faire.

I hereby authorize the Appalachian Renaissance Faire, Inc. to use any and all audio and/or visual recording depicting my voice or person in period character or costume for promotional publication. This authorization includes but is not limited to photographs, audio tapes, video tapes, slides or other recordings.

I understand that lost or missing passes will not be replaced.

I HAVE READ AND FULLY UNDERSTAND ALL PAGES OF THIS AGREEMENT INCLUDING THE TERMS AND CONDITIONS. I FREELY AND VOLUNTARILY AGREE TO ADHERE TO ALL TERMS AND CONDITIONS CONTAINED IN IT. Vendors are responsible for informing all individuals on their participant list of the rules and regulations/terms and conditions of this agreement. Please sign and return this page with your signed contract.

All those listed on your participant list must sign a Hold Harmless Agreement before entering the faire site. These can be found, signed, and returned at the Check-In area.

The following waivers are optional if you do not wish to obtain your own insurance or keep a fire extinguisher within your booth:

- ☐ By checking here, I agree to waive my right to have insurance to cover my person, my booth, and all of my belongings. I agree to not hold Appalachian Renaissance Faire, Inc. responsible for any losses during this time. Any damages done by myself or my employees, that would have been normally covered by insurance, will be covered by myself, with the acceptance of this waiver.
- ☐ By checking here, I agree to waive my right to have a fire extinguisher in my booth and/or my possession during the event. By doing so, I release all responsibility of Appalachian Renaissance Faire, Inc. to pay for any damages done to my booth or possessions. Any damage done to property or persons in the event that an extinguisher was needed and not on hand, will be my responsibility.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_