

Appalachian Renaissance Faire of Tennessee Vendor Application

****Deadline for consideration as a vendor: 60 days before the event
(September 3rd)****

NO APPLICATIONS WILL BE CONSIDERED AFTER THIS DATE!

Dates & Times: Welcome to the 8th annual Appalachian Renaissance Faire of Tennessee. The Faire takes place on November 2nd & 3rd, 2024. 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

ALL VENDORS ARE REQUIRED TO BE IN COSTUME

FIREARMS ARE PROHIBITED ON THE GROUNDS

**NO ANIMALS ARE ALLOWED ON GROUNDS, SERVICE ANIMALS WILL BE THE ONLY
EXCEPTION**

Set up times: October 31st 10am to 5pm, November 1st 9am to 5pm, November 2nd 8am to
9:30am (this is opening day)

Tear down times: November 3rd after gate closes and November 4th all day

Email Completed Applications To:
vendorcoordinator@appalachianrenaissancefaire.com
OR
vendorsarft@gmail.com

VENDOR INFORMATION:

Booth Name: _____

Contact/Owner: _____

Returning Vendor:

- Yes
- No

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Contact Phone: _____ Email: _____

Website Address: _____

Emergency Contact, cannot be yourself: (Name) _____

(Phone #) _____

There are to be no vendors selling items if they have not been cleared by the vendor coordinator. If you are caught selling items, and have not been formally approved by the vendor coordinator (application, acceptance, and payment received), you will be asked to remove your booth, items, and yourself from the property.

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 of Tennessee as an additional insured with proper name and address. There is security, but ultimately you are responsible for your booth and its contents; leave it unattended at your own risk. We have event insurance for each event hosted, which only covers the people that will be on grounds during setup/tear down and during event hours, but we recommend getting your own insurance to cover your business and merchandise.

If you are a vendor selling alcohol products, please provide the applicable license (whether in-state or out-of-state seller, etc). There will be additional information/forms for Food and Drink vendors provided by the Greene County Health Department.

If you do not have business insurance, you are agreeing that the Appalachian Renaissance Faire of Tennessee is not responsible for any damages or stolen goods.

I HAVE READ AND AGREE TO COMPLY WITH THE ABOVE STATEMENT (initial here) _____

All vendors will be required to provide photos and descriptions of their wares and booth to better help with placement on the faire grounds. Below, please give brief descriptions of your wares:

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

vendor slots are juried by the vendor coordinator. No personal generators are allowed on faire grounds unless you are a food vendor. Electric is only available to food and/or drink vendors.

Retail Vendor:

- 10 x 10 = \$110
- 10 x 20 = \$180
- 10 x 30 = \$250

Artisan Demonstrator*:

- 10 x 10 = \$70
- 10 x 20 = \$130
- 10 x 30 = \$190

*Artisan Demonstrators are asked to do demonstrations throughout the day

Food Vendor (must clear food/drink with vendor coordinator)

- 10 x 10 = \$250
- 10 x 20 = \$450
- 10 x 30 = \$650

***Disclaimer: Please note if you are odd sized booth. You are required to tell the vendor coordinator when you submit your application. If you apply for a booth size smaller than your actual booth size on site, a fee will be due before set up can continue.**

Camping:

All camping is \$25 for the weekend per campsite, up to four people (depending on the size of the campsite). ***The campsite is up a steep hill, behind the court tent, which may be muddy, and weather-dependent.***

Four-Wheel drive vehicles are highly recommended!

Please check:

- Tent

GATE PASS POLICY:

Maximum allotments based on booth size: 10 x 10 = 2 passes; 10 x 20 = 3passes; 10 x 30 = 4 passes

Vendor badges will be given to the business owner, there will be 3 badges per booth. If you have more than three workers, you will need to walk a badge down to the gate to get your worker in; if they need to go to a vehicle, please take a vendor badge with you, this is to ensure that you/your workers won't be charged by the gate. If you workers walk around the faire, please ensure that they are wearing a badge. This is to avoid any confusion with ARFT workers. 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. All participants and employees must also sign a Hold Harmless Agreement before entering the faire site.

Gate Pass/Participant List:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____

Payment

Once your application has been approved, you will receive a PayPal invoice from appalachianrenfaire to process your payment(s). All PayPal invoices must be paid within 30 days of receiving invoice, failure to pay in that timeframe forfeits vendor spot. If extension is needed, contact vendor coordinator immediately.

If you would prefer to pay by check* or money order, please reach out to our Vendor Coordinator so arrangements can be made 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.

More than 120 days before event: Full refund

91-120 days before event: 50% refund

61-90 days before event: 25% refund

60 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.

TERMS & CONDITIONS

I have read all Terms and Conditions for the Appalachian Renaissance Faire of Tennessee 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 a refund of my fees, and I may be barred from future Appalachian Renaissance Faire of Tennessee 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 of Tennessee 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 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 of Tennessee 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, video, and 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.

Owner Signature: _____ Date: _____

Print Name: _____