

PLEASE SIGN AND RETURN THIS COPY

Great Bend Renaissance Fair 2011 Vendor Rules

Welcome to the 2011 Great Bend Spring Renaissance Fair. We believe that our vendors will help put the “great” in Great Bend Renaissance Fair, and your participation is truly valued and appreciated. We will do our very best to provide you the type of customer service that you deserve, it is our goal to make GBRF the best possible experience for you that we possibly can. We hope that you will choose to join us. Come one; come all to the Great Bend Renaissance Fair 2011. Success and profit!!

Fair hours are 10am to 6pm on Sat and Sun.

Following are the Vendor Rules for Great Bend Spring Renaissance Fair:

1. The deadline for vendor applications is April 15th, 2011. There is a \$25.00 late fee for applications postmarked after April 15th, 2011, provided space is available. We are limiting the number of vendor spaces to the first 70 approved applications. After that we will only allow vendors as space is available. This is our first year and we are going to move cautiously to make this a great experience for all involved. Get yours in early for the best chance to be part of GBRF 2011. There are no refunds of vendor fees PERIOD after March 30th, 2011. Any request for a refund of fees prior to April 30th, 2011 will be examined on a case-by-case basis.
2. You may set up anytime between 7 am and 10pm on Friday June 10th, 2011 and again on Saturday June 11th, 2011 starting at 7:00am. No set up of vendors will be allowed after 9:00 am on Saturday June 11th, 2011. All vehicles must be off the Fair grounds by 9:00am both Saturday and Sunday, and parked in the designated vendor parking area. **Lack of adherence is causing problems with keeping our site. Failure to comply will result in expulsion with no refund. Please help us out.** Teardown will be allowed after the Fair closes at 6:00pm on Sunday June 12th, 2011. Vehicles will be allowed on site, as soon as possible, after the last huzzah at the front gate is over, and patrons have left this area. Each vendor will be responsible for the cleanup of their own assigned space.
3. Vendor spaces must be manned and open for business at all times during Fair hours. There are no rain dates and no refund will be made in the event of inclement weather. **Vendors and staff are expected to be in costume at all times during Fair hours. We are all part of the show and expect our vendors to do their best to be in character.** Vendor tents shall conform to a “period” theme, carport covers, and etc. okay if decorated.
4. Vendors will get gate passes for any helpers who will be coming in after the gate opens. If they are on site before the gate opens, they will not need them. You will get two passes for every 15x15 space. If you need more let me know before you get here via email or snail mail. If you have more help **coming in after the gate opens,** and need additional passes, please contact me. (Check rules for costume requirements)
5. We do not have electrical outlets for vendor use at this time. This may change but we make no promises.
6. **Please fill in a complete list of wares.**
Vendor wares must have a renaissance theme or relevance. Don't show up selling light sabers or cork guns. If you sell toy guns they must be of the musket variety. If you have questions about merchandise being acceptable contact me before filling out the application. If your merchandise is 90% renaissance and you have a couple of out of place items you may not be allowed to sell those 10%. We are not evil and are not trying to rain on your business. If you can make the appropriate arguments in favor of your merchandise we may allow its sale but we have the final say.
7. **No weapon sales to minors, PERIOD.** Violation of this rule will lead to expulsion from the Fair, surrender of merchant fees and banishment from all future Great Bend Renaissance Fairs as well as possible legal actions. All weapons must be sheathed or boxed and peace tied at all times. No firearms or firearm sales will be allowed on site **All vendors are required to obey the rules of Great Bend Parks as well as the State of Kansas. Kansas Law requires you must be 18 or older to purchase weapons.**
8. No drug paraphernalia shall be sold or kept by vendors on site. Controlled substances are strictly forbidden per State and County Laws. Please help us adhere to the law. Vendors in violation of this rule will be shut down and removed from the Fair grounds, as well as possible legal actions. No refunds will be given.

9.No alcoholic beverages shall be consumed by vendors or performers during Fair hours. Smoking of cigarettes by merchants while behind the counter is discouraged. If you need a break step away from the booth (behind and out of site) for your smoke if possible. Cigars and pipes are OK.

10. Only food vendors may sell drinks. If you sell merchandise and don't have a food vendor permit no drinks may be sold. If you are a food vendor and you also sell merchandise that is OK if we have a list of the merchandise you sell and it's been approved.

11. All federal, state, and local laws governing retail sales tax must be followed. You must understand the rules and regulations and comply. All vendors are responsible for their own taxes, licenses, and permits. (Sales tax is 7.3%)

12. Merchants may stay overnight in their tents. Period appropriate tents may be allowed to camp on the fair site. Other tents will be set up above the site on the baseball field area. Be courteous to your neighbors. Site is primitive with no showers available. **No fires permitted without previous approval.** We will have limited security overnight on Friday before the fair. Safeguard your wares accordingly. Leaving wares unattended overnight is at your own risk.

13. No pets allowed except for trained animals helping special needs patrons and vendors.

14. Management must approve all literature, flyers, printed material and/or handouts before distribution on Fair grounds.

15. DO NOT CUT OR DAMAGE PERIMETER FENCE. YOU WILL BE HELD LIABLE FOR DAMAGES.

16. Vendors will be assigned locations. If you have special physical needs, mobility issues etc. let us know on your application. We will do our best not to put merchants with similar wares close to each other but the later we get your application the less control we will have over this issue.

If you have any questions, please e-mail us at pastordave@cox.net or call our David at 620-617-1357, no phone calls after 10:00 pm CST, please. I work as a substitute teacher and if I'm working I can't answer the phone so just leave a message and I'll call back as soon as I can. We will do our best to accommodate any special requests. Please include these on the "comments" part of the application. Thank you.

We will have an area designated for handicap parking. This will only be used by vendors if the driver is handicapped. We will have vendor parking for everyone else. If a vendor has a special needs passenger allowances will be made for pick up and drop off as needed.

I have read and understand the vendor rules and agree to comply with all the conditions set in these rules. Failure to comply may result in expulsion from the show and future events.

Signature _____

Date _____