



Big Bear Renaissance Faire 2020 Vendor Application

Dates & Times: Welcome to the 18th annual Big Bear Renaissance Faire. The Faire will be held on the weekends of July 11th, 18th and 25th. Event times are from 10:00 am - 6:00 pm for all event days.

Purpose: The Big Bear Renaissance Faire is a non-profit education corporation. All proceeds go to educational funds and continuation of the faire. Educational funding will go directly to teachers and students. We hope you will join us in our direct support of education.

New Location: Meadow Park 41276 Park Ave. Big Bear Lake, CA 92315

Please Return The Following Pages Completed:

- Vendor Information, Pages 2-4
- Photos of Booth and Employee Costumes (if applicable)
- Copy of Certificate of Insurance
- Terms & Conditions Agreement, Page 10

Mail Completed Application To:

Big Bear Renaissance Faire
P.O. Box 253
Fawnskin, C.A. 92333

Email Applications To:

info@bigbearrenfaire.org

Faire Site Info:

Meadow Park
41276 Park Ave.
Big Bear Lake, CA 92315
Phone: (626) 623-9907
Website: bigbearrenfaire.org

Entertainment Contact Info:

Mitzi Linscott
Phone: (626) 623-9907
Email: mitzi@bigbearrenfaire.org

Vendor Coordinator Info: Allen

Becker
Phone: (626) 262-2568
Email: info@bigbearrenfaire.org

BIG BEAR RENAISSANCE FAIRE VENDOR APPLICATION 2020

VENDOR INFORMATION:

Booth Name: _____

Contact Person(s): _____ Owner(s) Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Business Phone No: _____ Cell Phone No: _____

Email: _____ Fax No: _____

Website Address: _____

Business Resale Number _____

Please Include a copy of your Certificate of Insurance. Insurance needs to include Big Bear Renaissance Faire as additional insured with proper name and address.

Photos of the booth and employee costumes are required. Returning vendors exempt unless changes have been made. Color copies are preferred; all photos become the property of Big Bear Renaissance Faire and are not returnable.

Please describe the items you sell: _____

Gate Pass Policy

Maximum allotments: 10x10 = 3 10x20 = 5

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 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 weekend to receive updated passes.

Gate List:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | |

BIG BEAR RENAISSANCE FAIRE VENDOR APPLICATION 2020

Specify Weekends

Please check the weekends you require a booth space.

All Weekends* 7/11 & 7/12 7/18 & 7/19 7/25 & 7/26

*SPECIAL DISCOUNT: Recieve a 20% discount on your booth fee's if you sign up for all four weekends and we recieve your applocation by June 1st.

Calculate Fees

Booth Space Fee Per Weekend # Weekends _____ x Booth Fee \$ _____ .00 = \$ _____ .00

Total: \$ _____ .00

Deduct 20% Discount For All 4 Weekends: \$ _____ .00

Total Payment Due: \$ _____ .00

Payment

Once your application has been approved, you will recieve an invoice or link to process your payment(s). If you would prefer to pay by check or cash, our vendor coordinator will make those arrangements with you.

GENERAL INFORMATION

Product Information

For the benefit of all vendors and patrons a balance of all goods for sale is necessary. A complete list of items to be sold is required. Anything not included cannot be sold. Please see page 2 to list items. Please submit a separate document if needed that lists your items.

Preferred Location & Special Needs

Placement is by returning vendors, post-marked, first come first served basis. If you have specific health or product needs please let us know. We will try to accommodate vendor requests as best we can. There will be no space changes once the site layout is finalized.

Camping Rules & Policies

- There is a \$20.00 camping fee, per weekend.
- Booth is available Friday and Saturday nights.
- RV by special request. Please contact Mitzi Linscott for more info and approval.
- You may cook using a propane camping stove only.
- Trash must be picked up at all times.
- We have bears and other hungry critters. Make sure to abide the same camping rules as you would any other campsite in Big Bear, Ca.
- The noise curfew is 10:00 pm. All amplified or acoustic music must be turned off. Loud talking, yelling, ect... must be kept to a minimum. You will be removed by security officials from if you cannot abide the curfew.
- Please maintain the same rules that apply to camping in Tent City.
- Please be respectful to your booth neighbors.
- Anyone exemplifying unruly behavior or a failure to abide Camping Rules & Policies will result in removal from the property by security officials.

Booth Camping

Parking Rules & Policies

- Parking for the Faire is limited. It is very important that we maintain and follow the guidelines as set by Big Bear Renaissance Faire and Fawnskin officials.
- There is absolutely **no parking** anywhere near homes or in the surrounding neighborhood. If you park in a No Parking zone and/or in or around the surrounding neighborhood, vehicles will be towed at the owner's expense.
- All Participants must park at the designated parking area from 8:30 am to 6:00 pm. Overnight parking is available. If your vehicle has not been removed by 9:00 am off Faire site, the vehicle will be towed at the owner's expense.
- There is a shuttle running from 8 am to 6:30 pm or until the Marina is empty. The shuttle runs about every 10 minutes. Pick up is at the Front Gate of the Faire.
- There is a \$10.00 fee to park, per weekend. You may pay for your parking with your application or at the Check-In Gate. Make sure your parking permit is visibly displayed in your front window.

FIRE DEPARTMENT REGULATIONS

1. All applicable codes and ordinances shall apply, including but not limited to, the Uniform Fire Code; California Code of Regulations, Title 19; and those portions of California Code of Regulations, Title 24, adopted by the State Fire Marshall. These will be posted on the web site.
2. All tents & canopies **MUST** be composed of, or treated with flame retardant treatments. Proof of this must be made available to the fire inspector at time of set up. (See regulations, article 32 section 3207, for further info).
3. A minimum 36" separation shall be provided between tents/canopies/pavilions.
4. Each vendor shall have a minimum of one 2-A:10-B:C fire extinguisher, mounted in a visible and accessible location and no higher than 5'. Each fire extinguisher shall have a current California State Fire Marshal service tag and not be over 12 years of age.
5. A Fire Department permit will be required for a propane camping stove only. Fire Department permits shall be obtained a minimum of seven working days prior to proposed event. For specific information on permit requirements, the applicant may call the Fire Department at (909) 866-4878.
6. Straw/hay used inside canopies/tents/pavilion shall be required to be treated with an approved fire retardant, subject to testing by the Fire Department.
7. If extension cords/generator are proposed for use an electrical distribution plan shall be submitted to the Fire Department for review and approval a minimum of seven (7) days prior to event. Electrical wiring installation shall be in accordance with the National Electrical Code.
8. The use of black powder or other pyrotechnic materials will require a Fire Department permit. Requests for a pyrotechnic permit shall be obtained a minimum of seven working days prior to proposed event. For specific information on permit requirements, the applicant may call the Big Bear Fire Department at (909) 866-7566.

IF YOU HAVE ANY QUESTIONS, COMMENTS, OR CONCERNS, PLEASE FEEL TO CONTACT BBVRSI AT (626) 623-9907 OR CALL BIG BEAR FIRE DEPARTMENT AT (909) 866-4678.

TERMS AND CONDITIONS

General Rules

1. All booths must maintain their own personal insurance for fire, property damage, and personal liability, inventory and equipment, BBVRSI assumes no responsibility. Copies of their insurance must be sent with their application.
2. All booths must have a working fire extinguisher. 2-A:10-B:C IS THE MANDATORY SIZE REQUIRED. See addendum.
3. Food Vendors must have all appropriate Health Certificates. THERE IS NO WATER OR ELECTRICITY ON SITE. PLEASE BE PREPARED.
4. Individual Faire Passes are required at all times on-site and to gain admission to the Faire site.
5. Camping is permitted within the booth or in the prepaid dry site camping area.
6. Vehicles will not be allowed to remain overnight on the Faire site except in designated parking areas. Cars left on site are subject to towing at the owners expense.
7. Parking is allowed only in designated parking areas.
8. All weapons are to be secured and peace tied at all times. Anyone brandishing a weapon including bull whips will be subject to immediate expulsion from the Big Bear Renaissance Faire.
9. Minors under 21 years of age are prohibited from consuming, handling, or purchasing alcoholic beverages.
10. Under no circumstance are controlled substances allowed on Faire site. Anyone with these substances in their possession on Faire site is subject to immediate expulsion and/or arrest.
11. Smoking of any illegal substance is prohibited.
12. Drunk or unruly behavior will result in immediate expulsion from the Faire site - NO EXCEPTIONS.
13. Quiet time is 10:00 pm. Noisy parties are not allowed. We appreciate your help and consideration of others.
14. Animals must be vaccinated and well behaved. Absolutely no animals may be left unattended. If an animal has been left unattended, Animal Control will be called. All animals must be pre-approved. You MUST clean up after your animals.
15. Basic security will be provided during the event, but the Big Bear Renaissance Faire and its officers or agents are not responsible for any lost or stolen items.
16. Please keep your area neat and cleaned or you will be charged a cleaning fee.
17. Participants consent to the use of their names, pictures, images, recorded voice or music, and those of employees and agents by the Faire, its assignments and licenses in connection with Faire events and without inspection for such purposes and commercial or promotional usages.
18. Big Bear Renaissance Faire shall not be held liable for any losses or damage caused by power or equipment failure, or acts of nature.
19. If for reasons beyond Big Bear Renaissance Faire control, the event must be canceled or the date is changed, the Big Bear Renaissance Faire is not liable for any costs.
20. All facilities, materials, supplies and equipment used by the participants that belong to the Big Bear Renaissance Faire or its agents must be left in a clean, safe, orderly condition upon completion of the event. Failure to do so will result in a maintenance fee of \$50.00 per hour. Participants will be required to reimburse the operators for any and all repairs/damages to any facility which occur during the event which are caused by the direct action of any booth operator/owner and/or their agents. The participants are to notify the Big Bear Renaissance Faire if there is a problem with the facility or equipment prior to use.
21. The booth operators/owners agree to comply with all State, County and Local Ordinance and/or regulations.
22. Use of Big Bear Renaissance Faire logo. Participant understands and agrees that the Event "Names" and logos thereof are the service marks and trademarks of the BBVRSI, and such marks may not be used without express written authorization of the BBVRSI.

23. Causes for Expulsion: Big Bear Renaissance Faire management and security have final say in these matters. If expelled the booth must be closed immediately and removed after the Faire has closed.
- a. Anyone who is obviously drunk or under the influence of drugs.
 - b. Anyone handling or brandishing a weapon in a manner deemed dangerous by the Big Bear Renaissance Faire management or security.
 - c. Anyone criticizing or deprecating patrons. This includes criticism of costuming. If you wish to engage a patron in conversation about his or her costume, make positive comments only and do not offer "helpful" suggestions unless directly requested to do so by the wearer.
 - d. Anyone selling, distributing or wearing illegal goods or drug related items or items that imply drug use. This is a zero tolerance policy.
 - e. According to the weapon laws, any vendor selling weapons to minors.
 - f. Anyone passing the hat without the appropriate prior approval.
 - g. Anyone stealing.
 - h. Anyone caught entering or leaving a booth or campsite after hours without permission.
 - i. Anyone behaving improperly with a minor. Minors are not allowed in booth back areas, guild or entertainment encampments unless accompanied by an adult.
 - j. Anyone not complying with any booth or costuming criteria.
 - k. Anyone arguing with the management or security.
 - l. Anyone distributing passes or discounted tickets to non-guild members.
 - m. Anyone breaking the above listed rules.
- NOTE: Adults responsible for minors will be expelled with any minor in violation of the rules.

Booth & Display Criteria Location

Participants agree that once booth space is assigned by the Big Bear Renaissance Faire, NO changes are permitted.

Booth exteriors:

- Made from aged wood, wood lattice, shingles, canvas or woven natural fiber fabrics, i.e. unbleached muslin, burlap, canvas or cotton.
- New wood must be weathered.
- No neon colors. Use earth tones.
- Acceptable patterns: herringbone, stripes, plaids or tapestry.
- Tables & chairs: All wood period preferred, all others need to be covered with cloth.
- Shade covering is recommended. We are closer to the sun and it is easy to sun burn.
- Shade covers must resemble fabric. No uncovered plastic shade covers or tarps, if it looks shiny it must be covered on top and underneath.
- No uncovered metal or pvc poles. EZ ups metal under the canopy also must be covered.
- Sidewalls are not required, however back walls are necessary to mask backstage areas.
- No radios, TVs or amplified music allowed.
- Market umbrellas: Natural fiber, appropriate color with wooden poles and struts will be allowed.
- Plastic, printed, polyester fringe, metal poles and struts on umbrellas will not be allowed.

Displays and Signage

- No plastic.
- Pegboard displays: Pictures of all pegboards are required and must be pre-approved. Photos are mandatory.
- Wire racks are discouraged.
- Wood and glass jewelry cases are permitted, but no other glass shelves or displays are allowed. Mirrors are okay.

BIG BEAR RENAISSANCE FAIRE VENDOR APPLICATION 2020

- Clothiers may use metal display inside the booth (poles, racks, hangers). These are discouraged.
- All displays visible from the street must be made of natural materials.
- All freestanding racks, umbrellas, shelves, and displays outside the booth must be included on the booth perimeter plan or be subject to removal.
- Signs must be made from: wood, cloth, clay or other natural materials.
- No paper signs except small price tags.
- Backstage storage space is not guaranteed. If it is not included in your booth perimeter plan, all cartons, containers, ice chests, and other paraphernalia may need to be stored in your booth and properly covered.

Power:

- No electricity will be available.
- No generators during Faire (food vendors please talk to vendor coordinator Mitzi Linscott) After hours generators must be pre-approved and are not allowed after 10 pm.

Costuming Criteria:

- All booth personnel must be fully costumed in Period garb during Faire operating hours. Fully costumed means period skirt or breeches, period blouse or shirt, period bodice or jerkin (preferred) and period footwear.
- Hair should be covered by a hat or garland (muffin cap, snood, biggins, or flat cap).
- No modern clothing allowed in any booth during Faire i.e. sunglasses, baseball caps, T-shirts, shorts, levis, etc.

Set up and Break down:

- Faire hours are 10 am to 6 pm Saturday and Sunday. All booths must remain open during these hours.
- Digging holes or tying things to trees must be pre-approved by the Big Bear Renaissance Faire and is not encouraged.
- No open flame. (food vendors please talk to Mitzi Linscott)
- Setup is 8:00 am to 10:00 pm Friday, before Faire and 6:00 am to 8:00 am, Saturday of Faire. You may set up 1 week in advance. Contact Mitzi Linscott to arrange a date and time.
- Vendors arriving after 10 pm on Friday will have to wait until Saturday morning to set up.
- Vehicles will be allowed on site during the above listed set-up hours. Vehicles still on-site after 8:30 am on Faire days are subject to towing and expulsion at the owner's expense.
- Break down is on Sunday after close and until 10:00 pm.
- Vehicles will be allowed on site during the above listed break-down hours.
- Big Bear Renaissance Faire reserves the right to delay vehicle access if additional time is required to remove patrons.
- After breakdown all of your booth area and camping area must be cleared of all trash, litter and debris.
- Dumpsters will be provided. Do not use the small trash receptacles set up for the patron's use.

Faire Site Info:

Meadow Park
41276 Park Ave.
Big Bear Lake, CA 92315
Phone: (626) 623-9907
Website:
bigbearrenaissancefaire.org

Entertainment Contact Info:

Mitzi Linscott
Phone: (626) 623-9907
Email: mitzi@bigbearrenfaire.org

Vendor Coordinator Info: Allen

Becker
Phone: (626) 262-2568
Email: info@bigbearrenfaire.org

TERMS & CONDITIONS:

I have read all Terms and Conditions for the Big Bear Renaissance Faire (hereinafter sometimes referred to as "Faire") vendors and participants 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 Big Bear Renaissance Faire events.

I assume all and any responsibility for my employees and all items used by our group. I will in no way hold the Big Bear Renaissance Faire 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 Big Bear Renaissance Faire 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 tape, slides 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. These can be found, signed and returned at the Check-In gate.

Manager Signature: _____ Date: _____

Please Print Vendor Name: _____

I acknowledge that I have read and agree to the First Department Fire Regulations on page 6.

Manager Signature: _____ Date: _____

Please Print Vendor Name: _____