



ENTERTAINERS APPLICATION PACKET

2024 Beltane Fantasy Festival



Please read through all documents, then sign, and initial agreement, then fill out all additional documents. It is best if you email the packet in total to irfcastermanager@gmail.com when finished. All Applications are due April 1st, and fees are due 30 days prior to the event.

Dec 9, 2023

IDAHO RENAISSANCE FAIRE INC
PO Box 61, Meridian, ID 83680
irfcastermanager@gmail.com

May 11-12, 2024



Idaho Renaissance Faire Inc

Presents

Beltane Fantasy Festival



At The Expo Idaho

Code of Conduct

Site Information and Rules

- **All booths are requested to be decorated in a Fantasy theme, and all people working in the booth are requested to be dressed in themed attire while the event is open.** We encourage creativity and booth designs that compliment your business or endeavor.
____ (initial)
- Idaho Renaissance Faire Inc seeks to provide a fun event that allows for an escape from the modern worries and troubles of the world. As such **No Modern Politics, Political Platforms, Political Party Affiliations, Political Activism or Any Form Thereof Shall be Permitted.** Any entertainer found to be in violation of this clause will be considered in violation of the event atmosphere and will not be asked back. This includes petitions, merchandise, voting information, displays of partisanship, or any other form of political affiliation. Setting appropriate politics are allowed.
____ (initial)
- **Merchandise booths must be closed and locked when not attended.** Idaho Renaissance Faire INC is not responsible for lost, stolen or damaged goods.
____ (initial)
- **Booths and all decorations must be secured and stable to avoid blow-away in the event of wind. 8” stakes are recommended, but weights attached to the pole of your booth are also acceptable.** IRFI has experienced a history of high winds especially in the evening. Securing and weighting booth coverings is necessary to prevent damage to vendors’ booths and product, and damage to neighboring booths. IRFI is not responsible for any damage to a vendor’s booth or inventory.
____ (initial)
- **Merchandise booths shall be open and ready to operate one hour before opening.** In order to provide a smooth-running Event, we require that all vendors are onsite and ready to go before the Event opens. This includes merchandise booths. By planning ahead and arriving early you can get to know your neighbors, visit their booths and be ready for patrons to come to your booth when they arrive.
____ (initial)
- **Merchandise booths must remain open, or locked, until the end of day.** If you are uncomfortable with the After Dark portion of the event, you may leave at 7:00 PM, when we close the normal hours of the event.
____ (initial)

- **Onsite electricity is only guaranteed at the stages.** Idaho Renaissance Faire Inc cannot guarantee that electricity will be available for merchandise booths. If a generator is needed, please bring one sufficient to supply your own booth.
_____ (initial)
- We adhere to a ‘good neighbor policy’ and request that all merchants take care to avoid excessively loud or inappropriate noise and behavior. Hawking wares to patrons IS encouraged! No merchant or entertainer may ‘heckle’ another merchant if patrons are in the shop. Any persons or group found to be in violation of the Good Neighbor clause will be considered in violation of the event atmosphere and will not be asked back. Any such action taken against the Event itself before, during, or after the event will also be considered a violation of this clause.
_____ (initial)
- **All Merchants must have their Idaho State Tax information displayed in their booth while they are doing business (ST-124 or Idaho State Sellers Permit).**
_____ (initial)
- Booths must be dismantled after the close of the event, and vendors must leave their area clean of all materials and trash. **Vendors, including Merchandise Booths, must bag their own trash and dispose of it appropriately. Do not put your trash in the trash barrels on the Fairgrounds. Do not dump any excess oils or material other than clean water, on the field.** Anyone found to be in violation of the cleanup clause will be considered in violation of the event atmosphere and will not be asked back.
_____ (initial)
- **No pets will be allowed onsite unless as service animals.** Certificates for service animal training must be turned in with the application.
_____ (initial)
- **Children must be attended to at all times.** There will be a security booth at the entrance to the event where you can take a picture of your child with a character, it is your responsibility to know where your children are at all times. IRFI is not responsible should your child go outside the event boundaries or enter a dangerous area.
_____ (initial)
- **No smoking will be allowed within the boundaries of the event.** This includes vaping and other non-traditional forms of smoking.
_____ (initial)
- **Performers will not be permitted to drink alcohol or take mind altering drugs during the operating hours of the event.** We ask performers to not be inebriated and still act professionally. Any performer found to be in violation of the Drug and Alcohol Clause will be considered in violation of the event atmosphere and will not be asked back.
_____ (initial)
- **There will be a professional photographer onsite.** Any pictures taken will be used for publicity purposes and can be used as evidence to enforce the above rules as needed.
_____ (initial)

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The above statements are included in the Idaho Renaissance Faire Inc Hold Harmless Agreement. By Initialing Above and Signing Below, I Agree to Hold Idaho Renaissance Faire Inc and its Board Members, Volunteers, Employees and Those Associated with the Event Harmless for Loss, Theft, Damage or Personal Injury. I Also Agree to Abide by the Rules Listed Above. Your application will not be permitted without this document. I UNDERSTAND THAT THIS IS A LEGAL DOCUMENT. I HAVE READ THIS RELEASE AND I UNDERSTAND ALL OF IT'S TERMS. I AGREE TO IT VOLUNTARILY AND WITH FULL KNOWLEDGE OF IT'S MEANING AND SIGNIFICANCE. **IF THIS DOCUMENT IS NOT SIGNED AND ABOVE CLAUSES ARE NOT INITIALLED YOU WILL NOT BE ACCEPTED AT THIS EVENT.** ALL FEES ARE NON-REFUNDABLE.

Printed Name: _____ Business/Booth: _____

Signature: _____ Date: _____

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Setup and Festival Timeline

Friday May 10

- 8:00 AM - 8:00 PM Set up
 - We will be assigning time slots according to location on the field. These timeslots are for you to drive onto the grass and unload our vehicle, your vehicle needs to be off the grass by the time your section is finished. You may continue setting up your canopy, tent, booth etc... after the vehicle is off the grass and take as long as you need. Should you be unable to make the time listed you may come after section 4 is finished with their field time and unload your vehicle then, driving on grass will not be available after 4:00 PM so you will need to unload and pack your equipment onto the site by hand.
 - If you need a different time than your assigned section, please text Josh Danes (on the contact information page) with details.
- 8:00 AM – 10:00 AM
 - Section 1
- 10:00 – 12:00 PM
 - Section 2
- 12:00 PM – 2:00 PM
 - Section 3
- 2:00 PM – 4:00 PM
 - Section 4
- 4:00 PM – 8:00 PM
 - Remaining set up, No driving on grass.

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Saturday May 11

9:00 AM

- Be Ready for Customers (No vehicles excepting food trucks allowed on the field)

10:00 AM

- Faire Opens

7:00 PM

- Faire Closes
- After Dark Begins

10:00 PM

- After Dark Closes (Clean up Trash)

Sunday May 12

9:00 AM

- Be Ready for Customers

10:00 AM

- Faire Opens

7:00 PM

- Faire Closes

7:00 PM – 10:00 PM

- Vendor Cleanup and Load Out.

Park Must Be Clear of All Vendors, Booths, Merchandise and Trash by the end of Day
Monday May 13

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Entertainer Application

Please fill out application in full, and email to irfcastmanager@gmail.com.

Entertainment Name: _____

Contact Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number/Alternate Number: _____

Email: _____

Compensation:

Please note that requests for tips are allowed at our events. Additionally, a price sheet has been added for what a vendor booth costs so that you may work up the cost of that should you be looking to sell merchandise.

Initial compensation request (before any adjustments, or booth considerations): \$ _____

Final Compensation Agreement: \$ _____ to be paid at completion of performance/service, day of show.

____ Checkmark if you would like a merchandise booth and fill out merch booth form at bottom of sheet.

Payment Agreement: Check(s) to be issued to: Check One: Agent _____ Artist _____ Company: _____

Name on check: _____

Address if different from Contact: _____

Social Security number or Employer ID Number: _____

(For example SSN #123-45-6789 or EIN #12-34567890)

We need this for tax purposes. We will be sending a 1099 – Misc for anyone who we pay over \$600.00 in a year.

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Description of Entertainment or act

Notes: Merchandise Booth, specific requests, needs for stage, Extra Space for arena, etc....

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Vendor Pricing Sheet (for reference of merch booths)

Prices Vary by size of Booth

10X10 (will fit 12X12 pop up tents)	\$100.00
10X20	\$150.00
20X20	\$200.00
Custom Sizes for larger booths and encampments	Add \$50.00 for each additional 10 feet in any direction.

The above is the pricing listed for vendors and is included for reference purposes only. Entertainers who perform, and personnel needed to set up/take down or man the merchandise booth, should all be included in what is needed for your performance and not to be added into any compensation adjustments to your price. Workers are required to be at least 14 years old and must provide a needed service to the entertainment group. Attached personnel who do not provide any needed services (this would be family members who just show up to watch/hang out, or groupies of any other sort) need to either enter through the front gate at full price or be listed and \$5.00 be deducted from the compensation requested per additional person. Any children under the age of 14 are not allowed as workers, at this event and should be assessed a \$5.00 deduction from the compensation requested. Passes provided this way are good for the entire event. (Infants are free)

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Entertainment Merchandising Vendor Application

	Size of Booth	# of people in booth (indicate # of children under 14 if any)
	10X10	
	10X20	
	20X20	
	Custom:	

Total Booth Cost deducted from compensation (may be adjusted by Faire administration): _____

Merchandise booths will be required to fill out a State tax form ST-124 for this event.

Number of people needing passes:

Please note how many people are performing, how many extra are needed for setup and how many extra will be in your encampment.

Performers, should not be deducted from your price request:

Extra for setup and personal security, should be noted separately from performers but not deducted:

Additional not needed, these should be deducted from price (Children, emotional support friends):
