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# ENTERTAINERS APPLICATION PACKET

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2023 The Idaho Renaissance Faire



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](mailto:irfcastermanager@gmail.com) when finished. All Applications are due August 15th.

IDAHO RENAISSANCE FAIRE INC  
PO Box 61, Meridian, ID 83680  
[irfcastermanager@gmail.com](mailto:irfcastermanager@gmail.com)

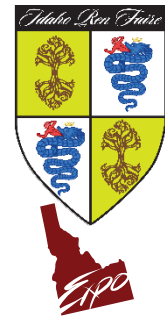


# Idaho Renaissance Faire Inc

Presents

The Idaho Renaissance Faire

At The Expo Idaho



## Conduct Agreement

### Site Information and Rules

- **All booths are requested to be decorated in a renaissance theme, and all people working in the booth are requested to be dressed in themed attire while faire 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 vendor 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.  
\_\_\_\_ (initial)
- **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)
- **Vendor 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. 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)
- **Electricity will only be provided at stages.** Idaho Renaissance Faire Inc cannot guarantee that electricity will be available onsite. 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 vendor 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)

Booth Name:

- **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 Food Vendors, 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.** Any vendor 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 Defining what the animal is trained for 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 during the daytime operating hours of the event.** Idaho Renaissance Faire INC provides a family friendly environment, and vendors will be held to the same standards as the Event Staff.  
\_\_\_\_\_ (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)

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: \_\_\_\_\_

September 23-24, 2023

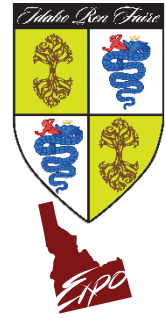


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## Setup and Festival Timeline

### Friday Sept 22

- 8:00 AM - 8:00 PM Vendors 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.

September 23-24, 2023

**Saturday Sept 23**

9:00 AM

- Be Ready for Customers

10:00 AM

- Faire Opens

7:00 PM

- Faire Closes

**Sunday Sept 24**

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 Sept 25**

September 23-24, 2023

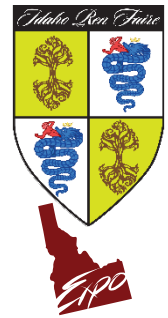


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### Entertainer Application

Please fill out application in full, and email to [irfcastmanager@gmail.com](mailto: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.

September 23-24, 2023

Description of Entertainment or act

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

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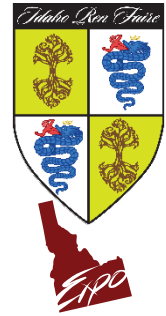


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## Vendor Pricing Sheet (for reference of merch booths)

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 | Refer to the Arena Vendor application for size pricing. |

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)



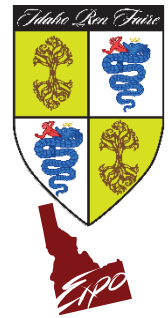


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# Entertainment Merchandising Vendor Application

| Size of Booth (deduction from requested pay) | X | # of people in booth (indicate # of children under 14 if any) |
|--|---|---|
| 10X10 (deduct 100.00)                        |   |   |
| 10X20 (deduct 150.00)                        |   |   |
| 20X20 (deduct 200.00)                        |   |   |
| Custom: (discuss arena/encampment options)   |   |   |

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):

\_\_\_\_\_