

# Vendor/Food application for Kiefer Medieval Faire

2018 Theme

“Fairy Tales in Time.”

I \_\_\_\_\_ apply as a vendor for 2018. Set up will be on Thursday October 25<sup>th</sup> after 3pm. If you will not be able to arrive before opening on Friday please inform us so that we can plan accordingly.

## **The Faire’s days of operation are:**

Friday, October 26th from 10am to 7pm,

Saturday, October 27th from 10am to one hour after sundown

Sunday, October 28th from 10am to 4:30pm.

## **Rules of the Market**

1. All vendors MUST be in Renaissance/Medieval style clothing.
2. All vendors are responsible for their own taxes per Oklahoma state law.
3. All vendors will be responsible for their own personal insurance for the event. Such as insurance to sell blades, theft, damages, etc.
4. Spaces will be assigned by our coordination team, if you would like to be near a certain vendor then include that in this application in the “Special considerations” section of this application so we can take it into consideration. Spots with electricity are EXTREAMLY limited so if you need electricity justification must be provided
5. All vendors will be responsible for leaving a clean space at the end of closing.
6. Vendor spaces will be free, however donations are encouraged to help fund the costs of the event, and sponsorships are available.

## **Booth pricing is as follows:**

**10x10 booths are \$40    10x20 booths are \$65    Food Trucks are \$65**  
**Alternative size booths are \$45 and subject to availability of said requested space**

Vendors must agree that their inclusion in this event requires that they adhere to the following rules of conduct for this family friendly event. As a Vendors at this event they represent the Keifer Medieval Faire to the public, and must behave as if they were a member of the event staff.

1. This event is a dry event. Vendors must remain sober at all times when vending and representing this event. This means that they will not be drunk, or under the influence of illicit drugs; and they will not combine prescribed drugs with alcohol at this event, nor will they bring alcohol or illicit drugs to the event.
2. You will behave in a manner that represents this Festival in a good light at all times – whether they are in there booth or not.
3. You will arrive at the event prior to opening of the event each day and be fully prepared to open at the start of the event. Event meetings may be required prior to the opening of the event if they are announced you are highly encouraged to be present at said meetings.
4. Should you find that you are unable to open or must leave early due to unforeseen circumstances you are to notify the event staff immediately and with as much advance notice as possible.
5. You understand that any travel expenses incurred by you are your own responsibility.
6. You understand that any family or friends attending the event may not be brought into any area of the event marked as staff only, for their own safety.

**In filling out and submitting this form I/we agree to abide by the above terms and conditions, and that this is not a contract guaranteeing that I/we have a Vending spot at this event.**

**Notification of your being selected to vend at this event, your “Vendor Contract”, and information about how you can pay for your booth will be sent via email to the email address you provide below, please be sure you have provided the correct contact information.**

Printed name of applicant(s): \_\_\_\_\_

Name of Business: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_\_) \_\_\_\_\_

Person to contact: \_\_\_\_\_

Size of Booth being requested:

10x10 \_\_\_\_\_

10x20 \_\_\_\_\_

Food Truck \_\_\_\_\_

Other (please specify) \_\_\_\_\_

Special Considerations: \_\_\_\_\_

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**Please list the kinds of items you will be selling**

You can attach pictures in the email of items that are hard to describe. Additionally any pictures you wish to send for promotional purposes will help both you and us, as we like to promote our vendors ahead of the event. Please note any images you send maybe used in the promotion of this event if you are selected for the event. By sending them you are giving us permission to use them for said purpose. Please also list what items are handmade and which ones are not. We encourage handmade items but will allow selling of non-handmade items as long as they are not the majority of what you sell.

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Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

With my above signature I am agreeing with all the above terms, and indicate all the information I provided above is accurate to the best of my knowledge.

Please return completed application by July 1<sup>st</sup> for early bird selections, and by August 15th at the latest to: **Event Coordinator** at [admin@kiefermedievalfaire.com](mailto:admin@kiefermedievalfaire.com) Title email "Keifer Vendor application"