

## Performer Application/Contract



**Event:** *Renaissance of the Matriarch, Spring Festival*

**Location:** *Gypsy Hill Park*

*Staunton, VA 24402*

**Dates:** *April 10<sup>th</sup> - 11<sup>th</sup> 2010*

**Hours:** *Saturday: 10:00am - 5:00pm*

*Sunday: 10:00am - 5:00pm*



All Staff must complete, sign and return an Application/Contract. Submitting an Application does not guarantee acceptance. If the Application is accepted it will be considered a Contract.

This Application/Contract must be signed and received by Briana Watts or Samone Riddle no later than 10 business days prior to the Festival. Applicants under 18 years of age must have a parent or guardian sign the Application/Contract. Retain a copy for yourself and return the original by postal mail to the address listed below.

*Performer/Group Name:* \_\_\_\_\_

*Performance Description:* \_\_\_\_\_

*Contact Person:* \_\_\_\_\_

*Performers name(s):* \_\_\_\_\_

*Fee requested:* \_\_\_\_\_ *Initial here for Vending Option:* \_\_\_\_\_

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

*City, State, Zip:* \_\_\_\_\_

*Phone:* \_\_\_\_\_ *Cell Phone:* \_\_\_\_\_

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

*Web Address:* \_\_\_\_\_

*Medical or Special needs:* \_\_\_\_\_

*Insurance Carrier, address and phone number:* \_\_\_\_\_

*Description of Tent/ Pavilion if applicable:* \_\_\_\_\_

*Booth Space Required:*  10x10  15x15  10x20  20x20

**Performers are required to provide an image of Performance and tentage with application.**

Briana Watts or Samone Riddle is not responsible for Staff's transportation, food or lodging while at the Festival.

Renaissance of the Matriarch, Spring Festival will operate rain or shine with the exception of extreme weather which would be unsafe for Staff or Patrons to include but not limited to Temperatures below 32 degrees or above 105 degrees Fahrenheit, Lightening within 1 mile, Hurricanes, Tornados, Snow or Ice which make roadways unsafe or Damaging Winds.

Briana Watts or Samone Riddle is not responsible for any personal items that might be stolen, lost, damaged or destroyed in any manner while on the Event grounds or elsewhere.

Staff might have their photograph taken and used for further promotional purposes for Renaissance of the Matriarch, Spring Festival.

### **Clothing/Attire**

Performers must provide proper garb and are responsible for meeting appearance standards of MFC. Garb must be clean and in good repair and appropriate for a family event. Garb should be Renaissance, Medieval or Celtic in nature. See Company Handbook for examples. Performers must be in garb and ready no later than ½ hour prior to opening. All persons accompanying a Performer need to be appropriately dressed to fit within the theme of the Event.

### **Performer Compensation and Regulations**

This Event is a Charity Benefit therefore performers are regarded as volunteers. Management of Renaissance of the Matriarch, Spring Festival encourages passing the hat or taking donations. Management of Renaissance of the Matriarch, Spring Festival provides no benefits such as unemployment insurance, health insurance or worker's compensation insurance to Performers.

Performers are responsible for providing all tools, props, and materials required for the performance agreed to.

There are a limited number of Performer spaces available, and that space will be granted or denied at the Management of Renaissance of the Matriarch, Spring Festival discretion based on available space, previously approved Performers, and performance being offered.

The Performer is responsible for payment of all Federal, State and Local income taxes.

The display and demonstration of weapons, fire juggling or other hazardous Performances must be done within an area where Patrons are not endangered. Allowing Patrons to handle weapons is not encouraged however for educational purposes may be done with strict supervision of the Performer. Performers are responsible and will be held accountable for the safety and welfare of Patrons.

Performers except for those using weapons, fire juggling or other hazardous Performances are not required to have insurance however all Performers are responsible for their own insurance. Additional information is available in the MFC Company Handbook found at <http://www.medievalfantasiesco.com/handbook.htm>

### **Tent/Pavilion Specifications**

Merchants, Performers, Living History Groups and Staff are responsible for providing their own tent or cart. All structures must have a Renaissance/Medieval flavor in their appearance. All Merchants, Performers, Living History Groups and Staff needing shelters are expected to supply period style pavilions, tents or booths or adapt modern structures to the theme of the Faire. All modern features must be masked and hidden. All non-period/metal tables/chairs/etc. must be covered, including legs, in such a manner that suggests they conform to the Medieval/Renaissance theme. (A canvas drop cloth, painted or dyed, is a cheap way to hide any bright blue plastic tarps or EZ-UP.) All "non-period" equipment on your person or in your booth (sunglasses, wrist watches, fans, cell phones, pagers, credit card machines, coolers including Food Merchant

beverage dispensers, etc.) must be out of sight of Patrons. All pagers and phones must be in silent or vibrate mode or turned off. The general set-up and display media used in booths is expected to appeal to the Medieval and Renaissance period styles. It is the sole responsibility of the Merchants to provide their own display media. Display media must conform to the theme of the Event. For example; no handwritten signage unless done in calligraphy. Signage not meeting standards may be removed by MFC Management.

The following booth construction items are not acceptable: No plastics may be used for signs or canopies; No exposed chicken wire, unpainted plastic pipe, shiny metal, or cardboard. No military issued tents. Ropes may be of any natural product or color - No day-glow or neon colors. Additional information is available in the MFC Company Handbook found at <http://www.medievalfantasiesco.com/handbook.htm>

Inspections of all Merchants, Performers, Living History Groups and Staff will be conducted by Management of Renaissance of the Matriarch, Spring Festival after the morning meeting.

### **Setup/Tear Down**

Setup of all tentage, decorations and associated needs of the Festival will begin the day prior to Faire usually no earlier than 12 noon, exceptions will be noted on the Application.

All Performers must check in with Briana Watts or Samone Riddle prior to unloading. Performers are to be set up and ready for business no later than ½ hour prior to opening. Performers arriving one hour or less prior to opening are considered “No Shows” and their compensation terms will be considered void. Performers are expected to perform at least once on each day of an Event unless other arrangements have been made.

Take down may not begin until the closing announcement of each day of Faire. Performers tearing down without permission may be refused participation at future Events.

All trash must be kept picked up and placed in the proper receptacles provided. At the end of Faire all trash will be taken to the trash containers or dumpsters provided prior to leaving. Performers are responsible for the disposal of their trash into dumpsters.

## **Event Specific Information**

### **Morning Meeting**

A meeting for all Merchants, Performers, Living History Groups and Staff is held each morning of Faire at 9:00am at the Tavern Tent. At least one representative from each Merchant booth, Performer Group or Living History Groups must be in attendance. All Staff must be in attendance.

### **Camping**

Performers may camp within their shelters. All modern tentage and camping equipment on Festival grounds must be removed at least 1 hour prior to opening. Parking is available; all vehicles must be removed from the Grounds no later than ½ hour prior to opening. Vehicular access to the grounds is at the discretion of the General Manager, Assistant Manager or the Owner of the grounds.

### **Animals**

Pets belonging to Merchants, Performers, Living History Groups or Staff are allowed providing proper leashes or restraints are used. All those with animals must have on hand records proving proper and current immunizations. No horses will be allowed entry without proof of Coggins, Herpes or other applicable immunizations.

### **Smoking and Consumption of Alcohol**

Staff, Performers, Living History Groups and Merchants may not smoke Tobacco Cigarettes or use Smokeless Tobacco products on site during the hours of operation for the Event. Pipes, Cigars and Clove Cigarettes may

be smoked during the hours of operation of the Event outside of booths and shelters but not in lines for food, beverages or other services. Staff, Performers, Living History Groups and Merchants may smoke Tobacco Cigarettes or use Smokeless Tobacco in the designated break area, usually off site. The use of illegal smoking materials or illegal drugs anytime at an MFC Event will be prosecuted to the full extent of the law. Illegal consumption of alcohol will be prosecuted to the full extent of the law. **Alcohol is not permitted at this Event at anytime.**

**Agreement:** By submitting this 2009 MFC Performer Application, the Applicant agrees to have read this Application/Contract as well as the MFC Handbook and will abide by them. The Applicant understands that all rules and regulations are subject to change with or without prior notice and Applicant's employees/agents are responsible for compliance with all policies established by Medieval Fantasies Company. The Applicant understands that he/she is subject to expulsion and/or fine (if accepted) for failure to comply.

I the undersigned do hereby release, hold harmless, and waive all claims against Medieval Fantasies Company, its owners, employees, members of the Faire Staff, Roanoke Country, it's Board of Supervisors, Volunteers, Staff, Sponsors and Assigned for any and all loss, damage, or injury to myself, my agents and any participant or property I might suffer as a result of my participation.

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*Applicant*

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*Date*

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*Parent or Guardian*

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*Date*

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*Briana Watts or Samone Riddle,  
Management of Renaissance of the Matriarch, Spring Festival*

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*Date*

*For New Directions Center,  
Briana Watts and Samone Riddle  
In Junction with  
Medieval Fantasies Company  
3782 Churchville Ave  
Churchville, VA 24421  
540-337-6324*

<http://www.medievalfantasiesco.com/RenaissanceoftheMatriarch.htm>

[mistressrayne@medievalfantasiesco.com](mailto:mistressrayne@medievalfantasiesco.com)