

Vendor Criteria

Completing Your Application

Product Information: Please review our Product Guidelines and Jurying Criteria before submitting an application.

Fees: Booth fees are determined by the size of your space. Booth fees are all inclusive – no additional percentage is charged. Draw a plan of your booth perimeter on the application. Be sure to include any racks, tables, umbrellas, ropes, tent stakes, hay bales, signage, walk around room or any other item placed on or outside the booth perimeter. **For example** if you place tables along the front of your booth, which protrude 1 ft beyond the booth, include those tables. If you place a hat rack against the front right corner of your booth (outside the booth itself) include that hat rack. Please be accurate! You will not be allowed any displays, hay bales or other items outside your booth perimeter unless you counted that additional space in figuring your booth fee. If you want additional space for a walk around booth, it cannot be guaranteed if you didn't include that space in your calculations.

Booth fees for Non-profit food vendors are 50% the cost for the selected booth size. **Both State and Federal proof of Non-Profit status must be provided.** Early payment discount does not apply. Fees for other items, i.e. hay rental, camping are additional and are not discounted.

Booth fee discounts: Deduct 5% of your booth fee for early payment (See application for discount dates) Additional discounts are available for a limited number of vendors demonstrating their craft during the festival; call vendor coordinator for details, prior to sending in application.

Applications received after the date indicated on the application are subject to a **\$50** late fee. Include this amount in your check or money order.

Fees may be paid by check or money order. Please do not send cash. Applications received fourteen days prior to the festival or later, if accepted, must be paid by money order or cashiers check.

A **\$15** service fee will be added to all returned checks. The returned check amount plus \$15 must be submitted within two weeks of notification in order to retain your space at the event.

Booth fees are not refundable. Cancellation of your booth space or not showing up at the festival results in forfeiture of your fees.

****All booths must have a charged 3A40BC fire extinguisher. ****

Hay Bale Rental: Hay bales are available for vendor use during the event for **\$10** per bale. Please include hay bale fee with booth fee. Bales will delivered to your space Friday before the event, and should be left there following the tear down on Sunday. Be sure to have an HR staff person verify the condition of the bales. Any bales that are broken will require an additional \$15 fee to be paid to Festival before leaving the site.

Gate passes: Vendors will receive wristbands at check-in. **Booth employees who come to the gate without a wristband will be required to pay to enter the site and go to your booth to obtain their band.** They will not be given a refund of the admission price. It is up to you, the employer, to insure they have their passes before faire time. Passes in excess of your allotted amount will cost \$5 each. Craft vendors may be issued a maximum of **seven** gate passes, game vendors a maximum of **ten**.

Gate list will need to be provided with application. Vendors with minor children (anyone under 18 years old) needing family passes,

please include specifying the names of the minor children and their guardians.

CAMPING

Vendors may camp within their booth space or behind if they have paid for extra square footage to accommodate a back area. Keep in mind no modern camping equipment should be visible to the public during festival hours.

There is a designated tent camping area behind the festival (follow and heed signs posted) which is very limited and is first come first served. Trailer and RV parking is by reservation only. Please specify RV, Truck and trailer, truck with camper attached. Prices are as follows:

RV \$10; Trailer & Truck \$10; Truck with camper \$5. Please fill out the information required for your camping vehicle on your vendor application. Include a separate check or money order for the camping along with your booth fee check. Make check out to History Revisited.

Absolutely no fires, smoking, vaping, BBQs, or alcohol is permitted in tent camping area or RV camping area . Anyone caught doing so will be ejected from camping area and not allowed to participate in the festival. There will be security throughout festival and camping areas 24/7 starting Friday night. The festival and its participants must abide by the City of San Luis Obispo's municipal codes and fire codes. Lack to do so can cause History Revisited from having future festivals at Laguna Lake Park and possibly a citation Please leave your camping area better than the way you found it on arrival....leave no trace.

General Rules

Festival Set Up and Tear Down

The Festival will be open to the public on Saturday from 10am until 6 pm and Sunday, from 10 am until 5 pm. All booths must remain open to the public during operating hours.

Because Festival sites are subject to park rules and regulations, vendors must have express permission from HR before digging holes, tying anything to a tree or using **open** flame. All booths must have a working fire extinguisher.

Vendor **set up** hours are Friday before the Festival 8 am until 11pm and Saturday from 6 am until 8:30 am. Vendors needing an earlier **set up** time must call the vendor coordinator. The vendor is responsible for **security** of their booth throughout the event, however, from Friday noon we will have security patrolling the entire site until close on Sunday evening.

Food Booths need to be set up and in working condition by Saturday morning 9:00am, as the Health Inspector will be by to do inspections. Vehicles will be allowed to drive on-site to unload until 11 pm Friday and Saturday and Sunday from 6 am until 8:30 am. Vendors arriving after 11 pm Friday night may not begin set up until Saturday. They will not be allowed on site. **All vehicles must be off site by 8:30 am on Festival days.** Failure to comply will result in expulsion from the Festival and a towed car.

Vehicles will be allowed to drive on site for loading and tear down at approximately 6:30 pm each Festival day. HR reserves the right to delay vehicular access if additional time is needed to clear the site of customers. **Do not bring vehicles to site, until site has been opened by HR.**

Following tear down, you **must** clear your booth and camping sites of all trash, litter, and debris. Failure to have a clean space will result in a charge of \$25 and /or rejection for future festivals. Dumpsters have

been provided for your use. Rented hay bales should be stacked and left within your booth space.

Parking Passes and Security: Your parking pass must be filled out and displayed in your vehicle. Vehicles are not permitted to park on the fair site. If you are asked by a Security or History Revisited staff person to move your vehicle, then move it. Don't argue with them. Security is representing the Festival Administrator, Vendor and Entertainment Coordinators. Failure to comply with their requests will result in loss of vending privileges at future events.

Liability: All vendors must maintain their own personal insurance for fire, property damage, personal liability, inventory and equipment. HR assumes no responsibility.

Dogs: We regret that a few irresponsible pet owners have forced us to bar dogs from vendor booths on site (during and after hours). **THERE WILL BE NO DOGS ON SITE.** Only a service animal will be allowed. A service animal is required to be housebroken and under control of the owner at all times, per CFR.35.136. California law, like Federal law, does not require that emotional support animals be allowed in public places. We apologize for any inconvenience this causes, however no exceptions will be made. Dogs left in the camping area must be tied and provided with food, water, and shade. Animal Control will be notified of any dogs running loose or without appropriate care. This includes setup and teardown.

Booth, Display and Costuming Criteria

Your booth structure, signage and displays are an integral part of the "stage" for the Festival; therefore every effort should be made to camouflage modern materials. Because prefabricated shade covers have become the standard for many outdoor events, special criteria are listed below. We encourage vendors to request our Booth and Signage Design tips for help in transforming your Big 5 picnic canopy into an appropriate period pavilion. In general, plastic and metal must not be seen.

General Guidelines: booth exteriors should be made from aged wood, wood lattice, shingles, canvas, or woven natural fiber fabrics (unbleached muslin, burlap, canvas, cotton duck) No new wood may show unless it is treated to look weathered. No plastic shade covers or tarps will be permitted. Fabric colors must be the kinds of muted tones that can be obtained from natural dyes; earth tones, wine, yellow, blue, green. The only patterns acceptable are stripes, herringbone, plaids or tapestry. Tables and chairs (except all wood period styles) must be covered with period fabric. We strongly recommend shade covers, as the Festival site is sunny. No radios or televisions are allowed during operating hours. You may play period music quietly, provided your player and speakers are out of sight and adjacent booths do not complain. No electricity is available. No generators during festival hours except for food vendors with prior approval. HR must approve generator use for after hours.

EZ-Up or Other Shade Covers: no uncovered metal or PVC poles may be visible from outside the booth. Shade covers must resemble fabric- if it looks shiny, a period fabric must cover it. Sidewalls are not required, however back walls are necessary to mask backstage areas. We urge you to request our [Booth and Signage Design Tips](#) for inexpensive ways to make your EZ-Up look great.

Displays and Signage: no plastic or pegboard displays are permitted. Wire racks are discouraged. Wood and glass jewelry cases are permitted, **however** no other glass shelving or display will be allowed (mirrors ok). Clothiers may use metal display (poles, racks, hangers) inside the booth, however all exterior displays visible from the street must be made from natural materials. All free standing racks, umbrellas, shelving and displays outside the booth perimeter must appear on the booth perimeter plan included in your application, or be subject to removal. Signage must be made from wood, cloth, clay, or other natural material: no paper signs (except price tags) will be permitted. We will ask vendors to remove inappropriate signage. For specific ideas on period display and signage, request our Design Tips.

Umbrellas: market umbrellas made of natural fibers, in appropriate colors and with wooden poles and struts are allowed. Umbrellas made of plastic, with printed designs, polyester fringe, metal poles and struts, or those used with a picnic table are not acceptable.

Storage: Backstage space may not be available to every booth; if you want guaranteed backstage space you will need to include that space in your booth grid. Otherwise all cartons, containers, ice chests, and other booth paraphernalia must be stored inside the booth and covered appropriately.

Costuming: All booth personnel must be fully costumed in Renaissance garb during Festival hours of operation. Fully costumed means: period skirt or breeches, period blouse or shirt, period bodice or jerkin, period footwear. Hair should be dressed in an appropriate period manner and covered with a hat (muffin, cap, snood, biggins, or flat cap) Import and Mystic booths may wear appropriate ethnic costuming, provided the style is from one of the import-approved geographic regions, and current in the Sixteenth century. No modern apparel may be worn in any booth during Festival hours of operation, including sunglasses, baseball caps, T-shirts, shorts, levis, etc. Your appearance is not only important to the Festival itself, but also to your sales. We have consistently seen that those vendors who create the most interesting and accurate historical environments within their booth (using booth structure, display, and costuming) are the most successful vendors in terms of sales.

Costuming rules will be strictly enforced. We will provide all possible assistance with your costuming needs prior to the Festival, but we will not be flexible once the Festival is open to the public. The booth owner is responsible for staff costuming, and will be asked to immediately costume or replace inappropriately costumed staff. New vendors or those who want to improve their costuming may request a copy of our Costuming information leaflet on their application. Costuming vendors at the festival will gladly sell you appropriate costume articles if you don't have them. (Many of them offer discounts to

fellow vendors.) You will enjoy the event more if you feel a part of it, and your costume is a big factor in this. Using a pop-up? [This can help you make it look period.](#)

Product Guidelines

We strive to make this a magical and unique experience for the public. Crafts and their packaging must be original and handcrafted and made with appropriate period materials (no mylar, plastic, fake leather, contemporary fabrics like knits, calico, gingham or tie-dye, no resin figurines, etc. This is an artisan festival therefore items sold, unless otherwise approved by vendor coordinator, must be at least 75% handmade by seller or known artisan.

No pirate references (Jolly Rogers, etc.) on Saturday. SUNDAY IS PIRATE DAY and you may display and sell pirate theme goods on Sunday only.

No obviously contemporary items, like T-shirts, water bottle carriers, baseball hats, lamps, etc. No Native American or American Folk crafts (cornhusks dolls, quilts, tole painting, etc.) Import items are strictly limited – see Jurying Criteria below. I cannot list them all here...if you are in doubt, imagine yourself back in time and think if it would be an item found then. If you question it, then it probably isn't what we are looking for. To offer unique items in this venue only enhances your opportunities to sell your product because the buyer knows they would have a hard time finding it anywhere else.

The final decision for your craft or food item lies with the Vendor Coordinator. If your craft can be rendered acceptable by a change in materials or colors, you will be notified rather than rejected outright. If your items are not accepted, your application, fees, and photos will be returned.

If you are accepted for the Festival, you will only be allowed to sell those items approved with your application, and in no case will any vendor be allowed to sell any item from a Juried category unless he/

she has been juried in that category. To maintain the integrity and variety of our product mix, this rule will be strictly enforced. Should any vendor display an item not approved for his/her booth, he/she will be asked to remove the item. After the first request, vendors who do not comply will be asked to close their booth and leave at the end of the festival day.

To select your craft category, please evaluate your inventory in terms of percentages. If any single item comprises 75% or more of your inventory, choose the corresponding juried category or choose "Other Single Craft. If no single item comprises 75% of inventory, choose "Other Mixed Craft". See the criteria below for specifics.

Vendors selecting juried categories of Other Single Craft may sell up to 25% other items as long as those other items are not in a juried category. If you have any questions, please call the vendor coordinator Barbara Shrum at 805-441-5868 or email vendor@CCRenaFaire.com.

Jurying Categories and Criteria

HR is committed to providing a showcase for high-quality handmade goods that look historically period. We discourage imported or assembled items because this hurts the ability of artisans to market their handmade products. People come to the Faire to engage in fantasy and to purchase unique items not found in local stores or other craft fairs. Toward that effort, there are certain popular craft categories that will be more strictly juried. Please review the jurying criteria below before submitting your application.

Applications in the Juried Category will be processed as they are received. Notification of acceptance/rejection will follow within 10 days of receipt. **Applications in the Juried Categories below may be held until 4/25/19.** An acknowledgment of consideration will be mailed to vendors in these categories. If you do not receive an acknowledgment within 10 days, please call the vendor coordinator to confirm receipt of your application. Final notification of acceptance/rejection in juried categories will be mailed by May 16 for those received by 4/20/19. The jurying committee will preferentially select vendors from those applications received by 4/20/19. Please get your applications in on time, especially for competitive juried categories like

jewelry and clothing. Others received after 4/20/19 will not be guaranteed acceptance. You will be notified as they are accepted/rejected.

All vendors need to include the booth, display and product photographs with their application. All vendors need to send in updated product lists (including percentages for those in the Single and Mixed Craft Categories) for approval.

Juried Categories

Jewelry: The number of jewelry booths will be strictly limited; preference will be given to unique, handmade items, especially those using cut or uncut polished semi-precious stones and natural materials (leather thongs, hammered silver, cast bronze, etc). We discourage ‘assembled’ jewelry (if we can find the components at Michaels, don’t bother); beaded items will be limited to those with wood, stone, amber, clay, glass, lead crystal, or African trade beads, and seed or synthetic pearls; no Native American (North or South) jewelry will be considered, no strings of plastic seed beads, **no toe rings**, no ‘Sixties’ beaded earrings, peace signs, marijuana leaves, yin-yang, or other symbols which the average customer relates directly to a contemporary era. Consideration will be given to the overall look of the display (paper cards hanging on wire racks are discouraged). This will be the most competitive and strictest craft category – get your application in on time!

Weapons: The number of weapons booths will be strictly limited; preference will be given to vendors selling hand-forged weapons or high-quality reproductions and to those offering chain mail or other armor. All weapons vendors must peace tie swords and knives or provide a safe way for the customer to carry his purchase home (i.e. a free safe wrapping such as cardboard and duct tape). Please indicate how you will secure weapons sold. Weapons vendors must post a sign reading “No weapons will be sold to persons under 21 years of age”. Only vendors whose inventory is over 75% handmade blades or armor may sell inexpensive imported knives.

Clothing: (includes hats) All clothing booths will be limited to 400 square feet 20X20 each. Preference will be given to vendors with period designs, patterns, and colors, hand woven or hand knit goods,

children's attire and to clothiers sewing, weaving or fitting on site. We encourage smaller clothiers to apply. Hats include any headgear that is not a garland, metal circlet, or snood.

Mystic: includes psychics, tarot readers, aromatherapy, massage, perfumes and essential oils, and new age-type trinkets (lead crystals, incense burners, etc.) Products discouraged include imports (except those in the Imports category), beeswax candles rolled from hive foundation, cellophane or other plastic packaging, and pre-packaged incense. Preference will be given on the basis of overall booth appearance and costume, and then goods sold.

Imports: The number of import booths will be strictly limited geographically to North Africa, the Middle East, Europe, Russia, and Asia. (Mexican, South American, Japanese, Polynesian or Australian imports are not acceptable). Importers may not sell clothing except handmade clothes from the above geographic region, or imported belly dancing paraphernalia, including scarves. Importers may not sell jewelry, except belly dancing jewelry (belts, anklets, etc) and authentic ethnic jewelry from an approved region. Importers may not sell weapons. Preference will be given on the basis of overall booth appearance and costume, and goods sold.

Leather: The number of leather booths will be limited; preference will be given to unique, handmade items. Preference will be given on a basis of overall booth appearance and costume, and goods sold.

Other Mixed Craft: This is the 'general store' category; the number of booths will be very limited. Preference will be given to returning vendors. To determine whether this is your category, review your inventory in terms of percentages. If no single item comprises 75% or more of your inventory, this is your category. Vendors choosing Other Mixed Craft may not sell any item listed as a juried category above (especially jewelry). You must include a detailed list of items to be sold, with percentages of inventory clearly stated and a notation as to which items you make yourself. For example, 5% shoes (Wild Soles), 5% incense and burners, 5% pewter figurines, 25% ribbon favors (we make) 25% magic wands (we make), 15% hand carved walking staffs, 5% natural mineral crystals.

Non-Juried Categories

Food: Please specify the type and prices of food on the application. We may request a more detailed menu prior to the event. Food booths must meet standard Health Department criteria for San Luis Obispo County and are responsible for the Health Department Fees. This includes all pre-packaged foods as well. If you think your pre-packaged foods are exempt, be safe and contact the Health Department. Their contact number will be mailed to you following your application approval. No electricity is available. **HR must approve generators prior to the event.** Please note on your booth layout if you need a generator or an open fire for grilling. We strongly advise food vendors who are unfamiliar with this type of Festival to request the “Booth and Signage Design Tips” leaflet. Ice will be available on site, for a fee. **Food vendors may sell only soda, lemonade, hot or iced tea, hot or iced coffee, and chai.** Beverage booths are staffed by the promoter, and will have an exclusive on bottled water, beer, and wines.

Games: Please specify the type of game on the application. Gaming booths must meet the booth and costuming criteria as set forth. Carny-style games are discouraged unless they have been transformed using period materials (i.e. darts may be thrown at a partridge painted on canvas rather than a balloon). Prizes must be period – please call the vendor coordinator with questions.

Other Single Craft: If one type of item comprises 75% of your inventory and that item is not a juried item from the category above, this is your category. Single Craft vendors should specify their primary craft on the application. All applications in this category must be accompanied by a list of items sold which are not the primary craft (i.e. 80% leather goods, 15% ribbon roses 5% fabric pouches). The other 25% cannot be from a juried category.