

# Harvest Faire 2018

P.O. Box 2069, Newport News, VA 23609

Greetings, Makers of Music or Mirth!

Permit us to take this time to thank you for your interest in providing entertainment at the upcoming Harvest Faire 2018, taking place at Endview Plantation (362 Yorktown Rd) in Newport News, Virginia from October 12-14. We want to make every effort to build on the success and growth the Faire has experienced and continue to provide a fun and rewarding experience for both those attending and those participating. We hope you will continue to feel as strongly about the future of the Faire as we do.

The Faire was founded to raise funds for charities, as well as provide education and entertainment to the general public. We can only provide the amount of entertainment we do by having most participants provide their services at no charge, so acts who volunteer or those who can provide their own sponsor are most desired. We are also a renaissance faire, so acts of a period nature and at least those in period dress get priority as well. "Period" music will be considered to be medieval, renaissance, celtic, or folk – or performances inspired by the same. We have spaces for acts requiring sound, those that are acoustic, and "roving" acts or street characters. Try to keep it clean. Collecting tips for your performances is allowed and encouraged.

What we do provide is a great weekend of hanging out in or adjacent to a period camp setting in a great private park, alternative evening activities and days to mingle with the public in an easy atmosphere. Come, camp, jam and laugh with us. Help us support this year's charity beneficiary. Entertainers may sell their products and are promoted through our web page and Facebook Feed (with live links) and promotions. Camping is included, sound support if required, and admission for group members including one guest each and associated children - up to four entourage per performance. Comp food is limited to snacks or other foods set up in the dressing tents, these items are donated and are not provided by the food merchants.

Only performances of the type represented in your application will be allowed. Please arrange to be at the Faire at least ½ hour before your performance and feel free to stay afterwards. Consumption of alcohol is permitted, but not to the point of impairing your performance.

Our goal is to provide continuous entertainment on multiple stages, so we are looking for performances of 30-60 minutes each and multiple performances per day are preferred. Wandering performer times may vary.

Additional enclosures in this packet are:

Event Rules and Regulations

The Entertainer Application/Agreement Form and *Entertainer Rule Adjustments*.

Procedure:

- Review all Rules prior to registration.
- Completely fill out the Application/Agreement Form and have an authorized agent sign and date.
- Forms can be mailed or scanned and emailed.
- If you have created a CD that can be played during background periods at the Faire, please forward that as well. Sales of your materials are allowed at the event.

Please note that all entertainers are responsible for their own insurance, as applicable. \$1,000,000 general liability is required for acts presenting a risk to the performers or the audience – no pyrotechnics are allowed. For any additional information, special circumstances, or other matters that require direct contact, please email us at: [entertainers@harvestfaire.org](mailto:entertainers@harvestfaire.org) or call 757-358-5412 before October 1st.

On behalf of Harvest Faire, our sincere thanks for your support and we hope that we will hear from you soon.

Sincerely,

Harvest Faire

Note: This event is produced by Harvest Faire, not Endview Plantation and all calls and emails for information must be submitted to Harvest Faire.

# Harvest Faire 2018

P.O. Box 2069, Newport News, VA 23609

## Harvest Faire Entertainment Application

Performer Name: \_\_\_\_\_ Show Name: \_\_\_\_\_

Business Address: \_\_\_\_\_  
Street City State ZIP

Primary/Secondary Phone: \_\_\_\_\_ / \_\_\_\_\_

Email: \_\_\_\_\_ Website/Myspace: \_\_\_\_\_

Describe show/act: \_\_\_\_\_  
\_\_\_\_\_

Is this appropriate for those under 13? \_\_\_\_\_

Times/Dates Available: \_\_\_\_\_

Number of Performances proposed: \_\_\_\_\_

Amount and type of space needed: \_\_\_\_\_

Electricity or Audio needs: \_\_\_\_\_

Any additional requirements: \_\_\_\_\_

Number of Performers in Group: \_\_\_\_\_ Number of guests/children: \_\_\_\_\_

Digital photo of group and/or logo is requested for promotions, website link above will be used as site-link.

Do you have music by your group that we can play as background during the event? Y/N

Applications for entertainment positions will be accepted on an evaluation-and-time basis . Forms are needed ASAP and confirmations will be made hopefully within one week. Email a scanned or digital copy or mail to address above. Prepared pre-recorded backgrounds, if needed, should be brought as a CD or MP3.

All entertainment materials and any other needed items are the sole responsibility of the entertainer unless arranged otherwise with Harvest Faire management. Harvest Faire assumes no responsibility for any theft, loss, damage or injury to persons inside or outside of entertainment areas, anywhere on the faire grounds or traveling to and from the faire grounds. All entertainers are responsible for any damages done to the grounds or attendees or participants by their equipment, activities and/or vehicles.

### Waiver

I, and the attendees that are in our group, understand and agree to be bound by the rules set for Harvest Faire 2018. We accept that the Faire grounds, Faire activities and Faire competition events are not without risk and hereby release the members, volunteer and staff of Harvest Faire, Endview Plantation and the City of Newport News from any and all liability associated with the activities being conducted during the Harvest Faire event. This includes any damages or injuries sustained due to natural hazards present at the Plantation.

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

# **Harvest Faire Rules and Policies - 2018**

To remain in compliance with the rules and policies of Endview Plantation and Harvest Faire, we require that all Attendees, Staff, Re-enactors, Performers and Merchants adhere to the rules stated below, with exceptions specific participant classes listed at the end. Staff are not always available to discuss deviations, so always be ready to comply with the rules as written. Harvest Faire reserves the right to expel individuals without refund at any time and for any reason. Harvest Faire is intended to be a safe, fun environment for all attendees.

Hours: Friday 5pm to 9pm, Saturday 9am to 9pm, Sunday 9am to 3pm. Only pre-registered campers, Merchants, Performers, Reenactors and Staff may stay overnight. There is a noise curfew from 10PM to 8AM. Faire & Plantation Admin. have final authority. Harvest Faire is a period event featuring tent camping: generators and other noise-generating equipment are only allowed in very limited areas and must be approved before October 1.

Rain Policy: The Faire will be held as indicated, rain or shine. Rain is not considered termination of agreements.

Entry Fee: Performers, Merchants, Reenactors and Staff are given free entry/camping in exchange for their work. But this is a charity fundraiser, so regular attendees pay admission. Registration wristbands must be visible at all times and are non-transferrable. All wristbands are firmly applied at Registration – they do not fall off and cannot be taken un-affixed to other individuals away from the Registration Booth. If you feel that your sweat or other causes make your wristband at risk of falling off, you are responsible for securing it additionally to prevent this. Servers recheck age and ID at their discretion.

Re-entry: Attendees will be provided with a wristband (which must be worn at all times) and showing this at the Registration Booth will verify re-entry – it must be your band and it must still be attached and unbroken.

Children and Dependent Adults: Children (under 18) and Dependent Adults must be supervised by their parent, caretaker or guardian at all times. The Faire does not provide daycare, adult daycare or babysitting. Parent/guardian/caretaker is responsible for the safety of the child/dependent adult at all times, must remain in their immediate area and is responsible for any damage they cause. If missing parent/guardian/caretaker cannot be contacted or cannot resume care for them promptly, the child/dependent adult will be turned over to the police. Do not leave your child or dependent adult on their own.

Parking: Parking is free and located in the field between the event entrance and the road. No parking is permitted on the event field. No one is allowed to park in a manner that blocks flow of traffic or people. Proper parking of vehicles is entirely the vehicle-owner's responsibility and violators will be towed at the owner's expense. RV parking is covered under camping rules. Playing of music or sound from vehicles in hearing of others is prohibited unless approved by Seneschal for performance purposes. .

Accessibility: The Faire is an outdoor event held in a natural setting. Handicapped parking/drop-off is available outside the entrance. Most of the site is level, but it is primarily a large grassy field and the grass may be long. Accessible porta-potties are provided at the main restroom locations. Handicapped parking is provided in ratios required for the amount of vehicles the event normally has each day.

Restrooms/Amenities: Portable toilets with hand-washing stations are provided at the event. No public showers or bathing facilities are provided. The site has no public phones. Limited hose bibb access is available for water on site but not to individual sites other than to food merchant. There is only limited power and it is reserved for operations and merchants who have paid to use it. Merchants cannot "sub" electrical connections to others.

Food and Drink: Attendees are not allowed to bring outside food and drink. There is a food stand that typically remains operational from opening until late evening. Exceptions made for participants (staff, merchants, re-enactors, entertainers) are mentioned in their specific rules.

Alcoholic Beverages: Mead, wine and beer are sold at the event for consumption on the main field. BYOB is not permitted. Public intoxication or disorderly conduct will be grounds for dismissal from the event - without refund. Underage drinking will not be tolerated. The use and distribution of any illegal substances is not allowed.

**Weapons:** No firearms or weapons are permitted, with the exception of period-appropriate “peace-bonded” blades and those used by re-enactors during performances within a pre-approved safety zone. Spears and lances are not permitted outside the re-enactment areas. Only on-duty park rangers are allowed to wear firearms.

**Seating:** There is no assigned seating at the event. Some tables, chairs and hay bales are provided as a courtesy, but we encourage attendees to provide their own chairs to assure ample seating. Please mark your chairs with your name for ease of identification.

**Photographs:** Daytime photography is allowed, however only photographers registered with the event are allowed to use flash in the performance areas at night.

**Pets:** Well-behaved, well-controlled pets are welcome. They must be restrained via leash or carrier and owners are responsible for cleaning up after them promptly. Disregard for any inconvenience or problems caused by their presence (excessive barking, uncollected or improperly disposed of feces, damage to grounds/equipment or failure to keep leashed/contained) will be grounds for expulsion without refund. Bring pet vaccination records where applicable. Your pets attend at your liability alone. Biting incidents will be reported to animal control – if your pet bites people/animals, leave it at home.

**Security:** Harvest Faire Watch provides 24-hour safety patrols. “Watch” members will be wearing name badges, vests or armbands for ease of identification. However, attendees and participants are still responsible for securing their property, campsites and cars. All vehicles should be kept locked. Harvest Faire, Endview Plantation and the City of Newport News will not assume liability for lost or missing articles or merchandise under any circumstances.

**Smoking:** Smoking is not allowed in crowds, lines, under the tents or on the stages. Butts must be extinguished and disposed of in sand buckets or carried by the smoker. Ground-tossing is NEVER permitted.

**Behavior:** Loud, rude and lewd behavior is prohibited. No physical altercations are allowed outside of structured demonstrations in the combat areas. No interruption of performances will be tolerated except in real emergency situations. All participants need to conduct themselves in a respectful manner. If there are problems that you feel need to be arbitrated, bring them to the attention of the Faire management via Registration or the Watch.

**Accommodations:** Harvest Faire does have on-site camping for pre-registered guests (paying), staff, re-enactors, merchants and entertainers. There are also hotels in the area and alternate camp sites further west on the Peninsula or down Jefferson at Newport News Park. Harvest Faire does not pay for accommodation in other locations.

**Lost and Found:** All misplaced items are to be turned over to staff at the Registration Booth or the Tavern. Lost and Found items are saved until the end of the year and can be reclaimed during that period by contacting Harvest Faire, P.O. Box 2069, Newport News, VA 23609 or emailing to [amy@harvestfaire.org](mailto:amy@harvestfaire.org). The cost for mailing or retrieving the item may have to be paid by the claimant. Lost & Found items are typically posted on the Harvest Faire Facebook page within 1 or 2 weeks after the event. You may also reply to the posting to ask about anything you are still missing.

**Legal Action:** All legal determinations related to Harvest Faire will be resolved in Newport News courts or the Federal Court nearest to Newport News.

**Camping:** No one is allowed in event areas, including camping, unless they have been registered for the event. Attendees are not allowed to have guests who are not registered properly or have not paid their entry fees as applicable. Camping is for pre-registered attendees or participants only. Camping will be allowed in designated areas only. Tents need to be formed up closely within a camping area. There is a charge of \$30 for each tent that is up to 10x15 and houses a maximum of 6 people. (Over 10x15 make inquiries to [info@harvestfaire.org](mailto:info@harvestfaire.org)). There is a per-person camping fee of \$15 for each of up to 5 additional people in the tent. Camping does require some form of tent. Non-period tents must be placed in the non-period camping area and may not be on the main field. No kerosene heaters or fuel stoves can be used inside tents. Stakes, lines and other gear must be kept within your designated site, flag thin/translucent lines. Allow for some privacy of other campsites when setting up your tents.

Check in for camping begins at 3pm on Friday and registration is required before camping sites can be claimed. Camping Marshall must approve all camping layouts before stakes are placed. Absolutely no camping inside the tree-line will be permitted. Move-in between 11pm and 8am must be done in a way that will not disturb other

campers. Departure from the camping area is required by 4pm on Sunday, extinguish fires by 1pm Sunday. If you want to arrange a larger camping area for a pre-registered group, contact [info@harvestfaire.org](mailto:info@harvestfaire.org).

After unloading, move vehicles to the main parking area out front. Cars are not allowed in the camping area aside from limited Handicapped parking and one medical vehicle designated by Harvest Faire Admin, violators will be towed at vehicle owner's expense.

Trash is to be kept contained and, before departure, all trash must be placed in closed bags inside the dumpsters out front.

Guests: Until 9pm you may allow REGISTERED attendees and participants to visit you at your site, but after 9pm, all non-campers must leave the plantation.

RVs/Campers: Harvest Faire is a period and primitive camping event. RVs must be parked in places indicated by Faire Administration only. There are no hook-ups and no dumping at the Plantation.

Campfires: Campfires are allowed in containers only (grill, hibachi, pots – with sides and bottom) in the non-period tent area. Re-enactment groups are allowed to obtain permission for and arrange supervised digging of pit fires. All fires must have fire extinguishers at-hand. Fires may not be left unattended – not for any reason or for any amount of time. Someone has to be physically sitting at the fire and watching it. It is the responsibility of each party to completely extinguish all fires. Coals must be disposed of in marked containers only. Charred logs may be deposited beside the dumpsters at the sign – not in the coal bin.

## **Fire Circle Rules**

These apply in addition to all Faire Rules

1. No glass containers at the fire circle
2. Leave room for drummers and dancers.
3. Fire Circle at Harvest Faire is an open circle – do not interfere with dancers.
4. No trash is to be put in the fire.
5. No risky behavior with the fire.
6. Only the Fire Keeper and their Crew are allowed to feed the fire.
7. Drum Leader sets the pace.
8. Anyone appearing to be intoxicated will be removed from the area.
9. No standing/warming in the dance zone – keep moving or step back out.
10. Water is available for drummers and dancers, do not become dehydrated.

## **Additional Entertainer Rules and Information**

Arrival/Departure: Entertainers are allowed to use the “drop-off area” in front of registration and may use the restricted entrance if large props/equipment are required. Driving in through registration is not allowed.

Vending: Vending for entertainers means selling your related CD's, DVD's and/or, T-shirts at the stage side after or during the performance. You may also invite people to sign up for your email list and take it to the dining area after the performance.

Other Rules are as stated in the invitation letter and the Event Rules.