

Harvest Faire 2011

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 2011, taking place in Newport News, Virginia from October 7-9. 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 do 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 The Food Bank, this year's beneficiary. Entertainers may sell their products and are promoted through our web page (with live links) and promotions. Camping is included, sound support if required, and admission for group members including one guest each and associated children. 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 one 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:

Park and Event Rules and Regulations

The Entertainer Application/Agreement Form

Procedure:

- Review all Rules and Regulations in FAQ's 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 or call 757-358-5412.

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

Sincerely,

Harvest Faire

To remain in compliance with the stated policies of Endview Plantation and established standards as put forth by Harvest Faire, we require that all attendees, staff, Performers and Merchants adhere to the policies stated below. Refusal to comply may result in expulsion from the grounds, without refund. Harvest Faire reserves the right to expel individuals without refund at any time and for any reason, though normal reasons would be disruptive, abusive, or threatening behavior. Harvest Faire is intended to be a safe, fun environment for all attendees. Please note that as of this communication, rules from Endview are not finalized, more restrictions may apply.

FAQ's, Policies and Rules

Q: What is a Renaissance Festival?

A: Harvest Faire is a modern interpretation of a late 15th century European fall harvest celebration and tournament. Entertainers and a market mix with the sounds of good-natured martial competition and the smells of period cooking. Watch a craftsperson plying their trade, try your hand at games of chance and skill, and cheer for the knight of your choice at the Field of Honors.

Q: What are the dates of the Harvest Faire?

A: October 7-9, 2011

Q: What are the event hours?

A: The event runs from 5pm to 10pm. On Saturday, hours are 9am to 10pm. On Sunday, hours are 9am to 3pm. Only pre-registered attendees, Merchants and Performers may camp overnight.

Q: Where is the event located?

A: The event takes place at Endview Plantation, 362 Yorktown Rd, Newport News, Virginia.

Q: What is the rain policy?

A: The Faire will be held as indicated, rain or shine.

Q: Where do I park?

A: Parking is free and is allowed in the fields between the event entrance and the road. No parking is permitted in the curbs or on the field itself. Cars and trucks are not allowed to park in a manner that blocks flow of traffic or people. Proper parking of oversize vehicles is entirely the vehicle-owner's responsibility. Violators will be towed at the owner's expense. There will be no parking at all on the field or camping areas, since the parking at Endview is immediately adjacent to the site. RV parking is restricted as noted below. Playing of music or sound from vehicles in hearing of others is prohibited unless approved by Event Coordinator for performance purposes.

Q: How should we dress? Do attendees need to be "period correct"?

A: You do not need to be period correct, though it is encouraged. Attendees should dress casually with comfortable shoes. Shirts and shoes are required – walking without shoes is done entirely at your own risk. We reserve the right to refuse entry to anyone with dress that may be offensive to other guests. Re-enactors will be in costume, as will merchants, performers and most of the staff.

Q: Are kids welcome?

A: Yes. Harvest Faire is a family event. Attending children (under 18 or otherwise dependent) are completely the responsibility of their parents or guardians – who must not allow them to damage Plantation, Faire or other property. Unaccompanied minors may not participate in competition events. Keep a close eye on children around swordplay, fires, archery and competition areas. The Faire does not provide any daycare or baby-sitting services – parents or guardians are responsible for minors and their actions at all times. Note: check with the program list for those performances that are not family appropriate

Q: What is there to do?

A: Along with performances and demonstrations, the Faire includes food, shopping, children's activities, games, dancing, archery, and volunteering. Meet new people and learn new things.

Q: What else can I do at the Plantation?

A: You can tour the Plantation itself, during regular operating hours. There is a charge for admission. Please note that the back field and surrounding woods are not part of the event area.

Q: Are there toilet facilities?

A: Yes. Portable toilets with hand-washing stations will be located at the event. No public showers or bathing facilities are provided.

Q: Is there phone service?

A: No.

Q: Is electricity provided?

A: No.

Q: Is water available?

A: No. Bring your own water or purchase it from the food merchants.

Q: Is food available on site?

A: Yes. There is a food merchant that remains operational from early morning until late evening and other food merchants are open during the day.

Q: Can I bring my own food and drink?

A: Yes. Only approved merchants can sell food and drink, but you may bring in outside food and beverages for your personal consumption.

Q: Can I leave the premises and re-enter without paying again?

A: Yes. 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. Wristbands must be visible at all times. Wristbands are non-transferrable. Any drinking age adult passing wristbands with a minor will be reported to the police. 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. Lost drinking age wristbands can only be replaced with non-drinking wristbands, unless the missing wristband is returned – so write your name on your wristband if you think it might come off.

Q: Is alcohol permitted?

A: Wine and beer are sold at the event for consumption in the main field. Drinkers must remain civil and orderly. Public intoxication or disorderly conduct will be grounds for immediate dismissal from the event - without refund. Underage drinking will not be tolerated. No one suspected of excessive drinking will be allowed near the open fires. The use and distribution of any illegal substances violates our Zero-Tolerance mandate and abusers will be subject to immediate arrest by city authorities.

Q: Are there “quiet hours”?

A: Yes. There is a noise curfew from 10PM to 8AM. There are private homes near the site and we must respect noise abatement standards as established by the Plantation. Loud music or other audible sounds that are in excess of the norm are prohibited during those hours. Faire & Plantation Security have final authority. Harvest Faire is a period event featuring tent camping: generators and other noise-generating equipment is only allowed in the noise zone and must be approved. RV's must be located in the area behind the barn in order to run their engines or their generators.

Q: Are weapons allowed?

A: No firearms or weapons are permitted, with the exception of period-appropriate “peace-bonded” blades and those used by re-enactors during performances in a pre-approved safety zone. Compliance is the responsibility of the wearer. Spears and lances are not permitted outside the re-enactment areas. Firearms are prohibited except for those worn by Park Rangers.

Q: Can I take photographs?

A: Daytime photography is allowed as long as those in the photo do not mind, however night photography in the main activity areas should be done without using the flash to avoid excessive flash pollution for attendees and performers. Staff photographers are allowed to use flash at night.

Q: Are pets allowed?

A: Yes. However, they must be restrained via leash or carrier and owners are responsible for cleaning up after them. 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.

Q: What kind of weather can I expect?

A: The weather is variable in October – come prepared with layers of clothing and a dry change of clothes.

Q: What is the site like?

A: The site is beautiful, a combination of flat and sloped areas, but amenities are rustic. There are porta-potties and hand-wash stations provided, but there is no running water. The camping area (for pre-registered attendees only) is partly shaded. The main access is gravel but there are no concrete walks or other paving.

Q: Is the Faire Handicapped Accessible?

A: The Faire is an outdoor event held in a natural setting. Wheelchairs and motorized chairs are welcome and handicapped parking/drop-off is available. Most of the site is level, but it is primarily a large grassy field. Accessible porta-potties are provided at the main restroom location.

Q: Where can I stay in the area?

A: Harvest Faire does feature on-site camping for pre-registered guests, Merchants, staff and entertainers. There are also several hotels in the area and alternate camp sites are further west on the Peninsula.

Q: What are the requirements for camping?

A: Camping is allowed only in designated areas and only with pre-registration. Camping does require some form of tent. Non-period tents must be shrouded or placed in the attendee camping area. Check in for camping begins at noon on Friday and registration is required before camping sites can be claimed. Camping Marshall must approve all camping layouts. No camping inside the tree-line will be permitted. Departure is required by 4pm on Sunday, extinguish fires by 1pm. If you want to arrange a larger camping area for a pre-registered group, notify webmaster@harvestfaire.org. After unloading, move vehicles to the parking area. Cars are not allowed in the camping area, violators will be towed at vehicle owner's expense. No kerosene heaters or fuel stoves can be used inside tents. Stakes, lines and other gear must be kept within your designated site. Trash is to be kept contained and, before departure, all trash must be placed in closed bags inside the dumpsters provided.

Q: I have pre-registered to camp, how will I know who to camp with?

A: The guest camping is in designated areas only. The Camping Marshall will indicate areas that are unreserved. Legacy Groups are attendees who know each other from previous Harvest Faires and traditionally camp together. These are not the same as the Re-enactors who have period camping in their own designated location.

Q: Can I bring my RV?

A: Harvest Faire is a period and primitive camping event. We have a very small number of spaces near the main field for preregistered attendees, merchants or entertainers. RVs in this area need to keep RV-specific noise to a minimum. Fires are not permitted in the RV area. There are no dumping facilities at the Faire.

Q: Are campfires permitted?

A: Yes – for primitive campers in camping area. With the exception of the re-enactors' fire, all fires must be in containment vessels (grills, hibachis or fire pots with sides and bottoms) and all fires must have fire extinguishers at hand. The use of gasoline to ignite fires is prohibited. Fires may not be left unattended – not for any reason or for any amount of time. It is the responsibility of each party to completely extinguish all fires. Coals must be disposed of in marked containers only! Faire and Plantation Security have final authority where fires are concerned.

Q: Is seating provided for entertainment?

A: Some chairs are provided at the main stage, but we encourage attendees to provide their own if possible to assure ample seating. Each attendee is responsible for bringing and removing their own seating. It is always advisable that items for the merchant areas and campsites be properly marked with the owner's name in case they and the owner become separated.

Q: Is there a lost and found?

A: Yes. All misplaced items will be turned over to staff at the Registration Booth where they can be reclaimed by anyone having an accurate description of the item in question. Those claiming items may have their ID recorded for major items in case of conflicting claims. Unclaimed 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 webmaster@harvestfaire.org – be sure to include a detailed description of the item. Any cost for mailing or retrieving the item must be paid by the claimant. Items unclaimed by December 31 of the same year will be disposed of.

Q: Is security provided?

A: Harvest Faire Watch provides 24-hour security patrols. Watch members will be wearing name badges, vests or armbands for ease of identification. Attendees are responsible for securing their property, campsites and cars, though. All vehicles should be kept locked. Neither Harvest Faire nor Endview Plantation will assume responsibility for lost or missing articles or merchandise under any circumstances.

Q: Is smoking permitted?

A: Smoking is allowed in areas that are clear of and down-wind from non-smokers. Smoking is not allowed in crowds, lines, children's areas, under the tents or at the stages. Butts must be extinguished and disposed of in sand buckets or carried by the smoker – ground-tossing is not permitted.

Q: Is there trash removal?

A: Only from Faire receptacles. Littering is not allowed. Dumpsters are provided. All trash and garbage must be placed inside the Dumpster and bags tightly secured. Do not overload site receptacles with trash that should be placed directly in the dumpsters.

Q: Are there general restrictions on behavior?

A: Yes. Loud, rude, and lewd behavior are prohibited. No physical altercations are allowed outside of structured demonstrations in the combat areas. No interruption of performances will be tolerated except in 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 through the Registration Booth or the Watch.

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Harvest Faire 2011 Entertainment Application

Performer Name: _____ Show Name: _____

Business Address: _____
Street City State ZIP

Primary/Secondary Phone: _____/_____

Email: _____ Website/Myspace: _____

Describe show/act: _____

Is this act rated G or PG13? _____

Times/Dates Available: _____

Number of Performances proposed: _____

Amount and type of space needed: _____

Electricity or Audio needs: _____

Payment sought (if required): _____

Any additional requirements: _____

Number of Performers in Group: _____ Number of guests/children: _____

Open area for Vending needed? Y/N Materials to be sold: _____

Digital photo of group and/or logo is needed, 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 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.

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 FAQ rules set for Harvest Faire 2011. 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, as well as Endview Plantation, 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: _____