

RETAIL/SERVICE VENDOR
APPLICATION AND AGREEMENT
(Please type or write legibly)

Contact Name: _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____ Secondary Phone: _____

E-mail: _____

Web Site/Facebook Page: _____

* Submission of this application and the required application fee is **NOT** a guarantee of acceptance/approval to vend. Medieval Mayhem Entertainment reserves the right to reject any application for any reason. Application fees will be returned if this application is rejected.

Check space size required for your booth:

_____ 100 sq. ft. (10x10) - \$120

_____ 200 sq.ft. (10x20) - \$140

_____ 300 sq.ft. - \$160

_____ 400 sq.ft - \$180

_____ Other _____ sq.ft. - \$ _____
(First 100 sq.ft - \$120, add'l 100 sq.ft - \$20 each.)

Odd shaped booths will be priced based on total sq. ft. of foot print. Please list dimensions on diagram page

Number of passes required for all persons in your booth: _____

(Please include any minor children that may be accompanying you but not working your booth)

AZ TPT # (Sales Tax License): _____ * **A copy of the current year's license along with on-site contact's driver's license must be submitted with this form.**

General description of goods/services that will be sold: (Attach Photos if new vendor)

Fire Inspections/Fireproofing: All vendors are required to have a fire extinguisher with a minimum rating of 2A10B:C and it must be new or have been serviced within the last year by a licensed state fire protection company. Each extinguisher will bear a tag with the servicing information.

Intl _____

Cell Phones: In order to maintain the proper atmosphere and create the best experience possible for all, cell phones must be out of sight and earshot during show hours unless accepting electronic payment for good and services. Keep this use as hidden as possible when used.

Intl _____

Electrical Requirements: Any vendors requiring electricity must provide their own generators. All generators must be out of sight and be the quiet type as so as to maintain the integrity of the atmosphere and experience. There is no power on the site.

Intl _____

Permits: Vendors are required to obtain and submit copies to MME of all necessary permits and licenses (TPT and Navajo County Department of Health for food vendors) and display on site in order to operate on the festival grounds as well as a copy of your driver's license and a completed copy of the Pinetop-Lakeside Vendor Permit Application. If you are forced to close by any government agency for failure to obtain, or comply with, proper and necessary permits/licenses, MME, the Town of Pinetop-Lakeside, and Pinetop-Lakeside Department of Parks and Recreation are not liable for vendor's losses. MME will not refund fees. These must be submitted upon approval/acceptance of application and no later than June 1st. Contact MME at (928) 215-0451 if you have questions.

Intl _____

Sales Tax: All vendors (including out of state vendors) must have a current and valid Arizona TPT license and need to add Pinetop-Lakeside to their TPT reporting. All vendors are responsible for keeping track of their sales and paying Arizona State Tax. A list of all vendors will be submitted to the Arizona Department of Revenue following the event.

Intl _____

Alcohol/Controlled Substances: The sale of alcoholic beverages is strictly licensed and controlled. Alcoholic beverages will only be sold at the Pub. No other sale of alcoholic beverages will be permitted. Under no circumstances are any controlled substances allowed on the festival site. Anyone with controlled substances in their possession on the show site is subject to immediate expulsion. A zero tolerance policy will be in effect.

Intl _____

Smoking/Vaping: Smoking and vaping in Pinetop-Lakeside parks is strictly prohibited by the town and enforced on grounds. If you do either, you may only do so in your private vehicle with windows closed or off site.

Intl _____

Animals: MME recommends that pets be left at home for their own comfort and safety. If you MUST bring your pet, it must be kept out of site of the public during business hours. You are responsible for all aspects of their care including cleaning up after them on grounds as well as anywhere on park grounds. Dogs must be on a leash at all times and are not permitted to be part of vendor's business operations.

Intl _____

Water: Vendors will not be able to hook up directly to a hose or faucet. There is no water access on site for any purpose including camping.

Intl _____

Set Up/Tear Down: All vendors will be set up and ready for business by 9:30 am each morning. Vendors will be allowed onto the grounds starting at 9:00 a.m. Thursday prior to opening day. All vendors are to vacate the park grounds by 12:00 noon Monday. Vendors are allowed to camp on the grounds for the duration of the event. It is dry camping only and all fees must be paid before set up

Intl _____

Business Structures/Participant Costumes: Vendors must provide their own tents, tables, chairs, shade cover/tent, etc. Booths regardless of type, must have the look and feel of structures of the Medieval/Renaissance period. Pop-ups must have all modern looking metal, inside and out, covered with fabric or other covering. For all first time applicants, a photo of your booth must accompany this application. MME is the final judge of appropriateness. **Each booth must have a minimum of 40 LBS of weight PER CORNER** securely anchored to the inside top of the booth to the weights. Corners also need to be staked securely into the ground with 10-12 inch heavy duty metal stakes (rebar and steel stakes are ideal) and properly guy wired with para cord, hemp or cotton rope and same metal stakes. Vendors may choose to anchor directly to the ground using 18-24" lag bolts and appropriate colored (Tan, Gray, Sage Green) ratchet tie downs. (MME can provide more information on this method to interested vendors.) Weights need to be disguised or covered to keep a period look. We will be inspecting each booth. Only producers will determine if a set-up is secure enough to warrant an exception to these rules. Vendors will be instructed on ways to meet these standards. All vehicles are to be removed from the field and the public parking lot and kept in vendor parking by 9:30 a.m. each day and during business hours.

ALL persons participating in the working, demos or performances of the vendor's business shall be in Medieval, Renaissance, pirate, faerie or other theme appropriate garb and should, at all times, strive to emulate the speech and mannerisms of the European Renaissance time period, or pirate and fantasy environments. Garb pieces are available for rent to vendors from MME to help vendors meet this requirement.

Intl _____

Security: Security will be present on grounds. Notwithstanding, this is not meant as a guarantee. MME, MMHAF, the Town of Pinetop-Lakeside, the Pinetop-Lakeside Department of Parks and Recreation, their sponsors, officers, employees, organizers and agents are not responsible for any loss, theft, damage or injury to any person or property.

Intl _____

Returned Checks: Any checks submitted to MME that are returned by the bank for insufficient funds will be run the maximum number of times allowed by the bank. If the check still does not clear, a \$35 dollar fee in addition to any bank fees, will be attached to the account of the sender.

Intl _____

Inclement Weather/Acts of God: By signing this document, parties agree that in the event of inclement weather, natural disaster or act of God, MME will be responsible only for the return of booth fees and **only if the entire three day event is cancelled**. Medieval Mayhem Renaissance Faire is scheduled to be open rain or shine. It is the responsibility of each vendor to be prepared for inclement weather conditions that may arise such as cold, wind and rain.

Intl _____

Weapons: All weapons must be sheathed or holstered at all times. Any person found brandishing a weapon other than for a scheduled performance or re-enactment will be subject to immediate expulsion. All vendors selling weapons must not allow anyone under the age of 18 handle a weapon and must provide string or ribbon for peace-tying and will advise customers to keep all weapons peace-tied or escort the customer to their vehicle where they can secure it out of harm's way.

Intl _____

Signature:_____ Date:_____

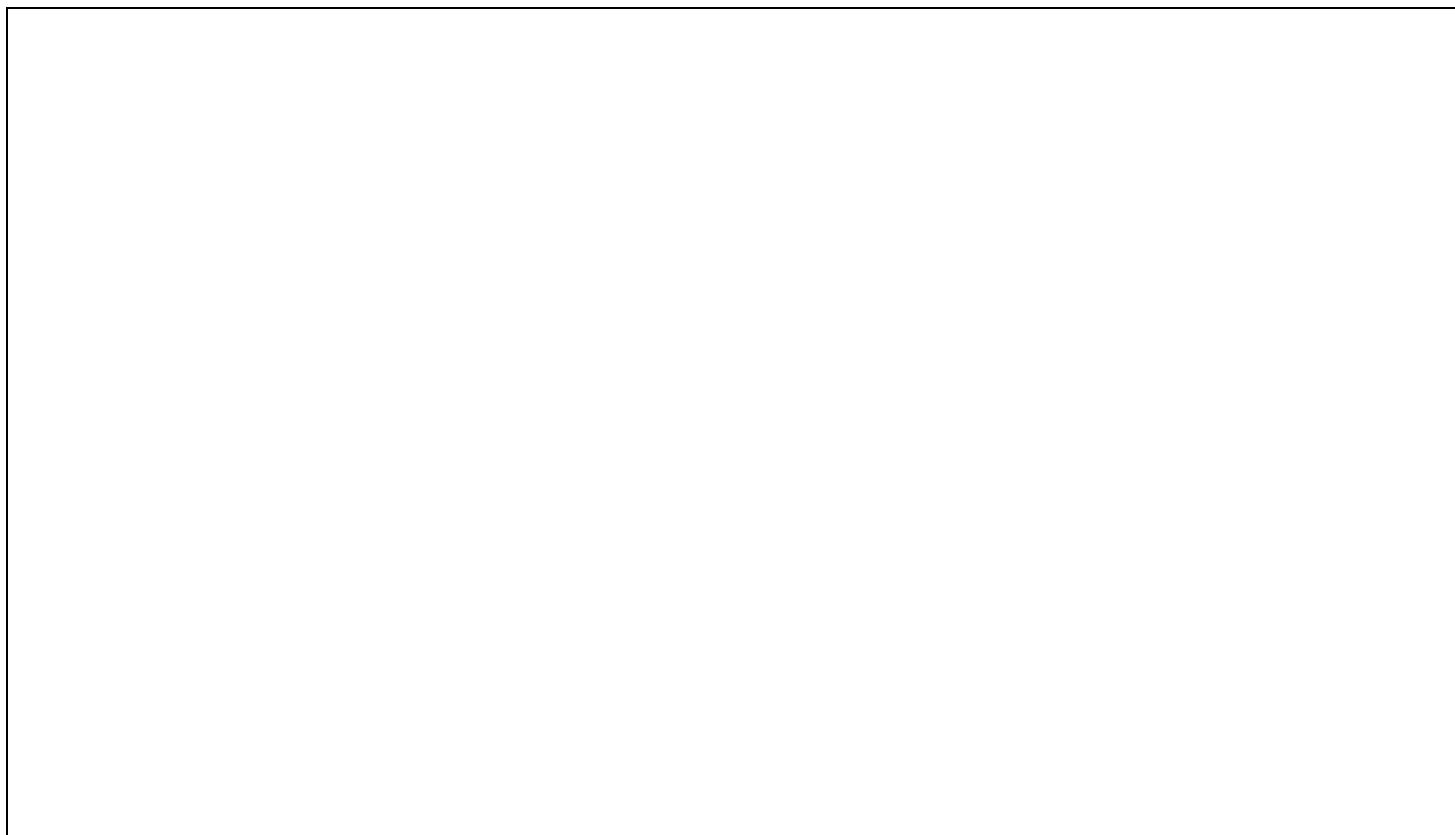
By signing this agreement you affirm that you have read, initialed, understand and agree to all the terms and conditions stated herein. Notwithstanding any verbal statements, any variations or exceptions to this agreement must be in writing and signed by an official representative of Medieval Mayhem Entertainment, LLC.

Make checks/Money Orders payable to:
Medieval Mayhem Historical Arts Foundation (MMHAF)
Send along with this application to:
Medieval Mayhem Entertainment
P.O. Box 220, Show Low, AZ 85902
For more information, email: medievalmayhem@cableone.net

Or Pay online via our PayPal link on the website.

Please provide a sketch of your booth including any support ropes or guy wires. Give measurements for length, width and depth of set up and mark your frontage. If you are camping behind your booth, be sure to include your camping tent/space in your depth calculations. (We allow approx. 15 ft. for this purpose)

BOOTH SPACE DIAGRAM



Upon conformation of acceptance, you will be given further detailed instructions on event rules and regulations as well as proper procedures for contacting staff on site.

Let common sense & chivalry be the order of the day! Let us strive to protect the weak, be honest in all things and pursue virtue in all endeavors!

Keep a copy for your own records

*** First time vendors need to submit security deposit in the form of a cashier's check or money order.**

You will need:

- Completed PTLS permit application (Link on AZMAYHEM.COM)
- Copy of Driver's License
- Copy of ARIZONA TPT License with the current year printed at the top (or proof of application)

- This form initialed and signed in all required spots
- Money order, cashier's check for new vendors
- Pictures of products and set up for new vendors