



2007
Merchant Information
and Guidelines

Greater St. Louis Renaissance Faire

2007 Merchant Guidelines

Overview

Bon jour! The Greater St. Louis Renaissance Faire welcomes your interest in our faire! Please read through this packet of information on our merchant guidelines, application and selection process, general faire information, and other items of interest.

Faire Location

The Faire is located in Rotary Park in Wentzville, Missouri, just west of St. Louis near the intersection of Interstate 70 and Interstate 64/US-40/61. A map is available at www.stlrenfaire.com/images/themap-1.jpg

Faire Run Dates

Saturdays & Sundays including Memorial Day – May 19th through June 10th. The Faire will be open to the public May 19-20, May 26-28, June 2-3 and June 9-10 from 10:00 a.m. until 6:00 p.m. or until the last patron is off the grounds. Student/Education Day will be on Friday May 18th.

Faire Attendance

This year will be the Ninth season of the Greater St. Louis Renaissance Faire at Wentzville. Last year's attendance was approximately 21,040 not counting Kids Days, a 9% increase over the previous year which equated to an average attendance of just over 2330 per day over the entire 9 days.

Faire Theme

The Faire is based in a French village, Petite Lyon just outside of Lyon, France. The year is 1523. Francois I is King, and Claude de France is Queen. Décor and appearance are very important: we require our merchants to create an atmosphere that enables our patrons to step back in time. Should you need suggestions/help with your costumes and/or presentation, we will be happy to assist you.

The Village

The Faire grounds, which comprise the village of Petite Lyon, are being developed into a permanent "village". While merchants are permitted to use temporary structures, they are encouraged to build permanent structures and become "residents" of the village. As this is now a multiple event site, all merchant booths must maintain the appearance of being occupied throughout the off-season. While we encourage Faire merchants to participate in other RSL events, we realize that this is not always possible and we appreciate every effort made by our merchants to create the image of a thriving village, whether or not they can participate. The Faire recognizes that booths are the personal property of the merchants, and we respect the rights of merchants to control usage, however we reserve the right to utilize any open deck for any RSL event.

Guidelines

These guidelines are based in part on city requirements and may change without notice from year to year. We make every effort to keep these guidelines current and be fair with the application of any changes. Please understand that sometimes changes are beyond our control and we cannot guarantee these guidelines beyond the current season.

Contact Information

Merchant information and forms may be downloaded from www.stlrenfaire.com/online_forms.html
Please direct any and all questions to: Merchant Committee, 425 Spencer Road, St. Peters, MO 63376
Faire office phone number is (636) 928-4141; email merchants@stlrenfaire.com.

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Fees

Payments must be paid by check, money order or cashier's check. All completed applications and fees must be postmarked no later than the final registration deadline of March 31, 2007. Please make all fees payable to: **Renaissance St. Louis, Inc.**

Description	Payment Deadline for Early Bird Rates (12/31/2006)	Final Registration and Payment Deadline (3/31/2007)
Non-Refundable Fees		
✦ Administration Fee	\$25.00	\$25.00
Merchant Occupancy Fees		
✦ Booth (12' frontage)	\$240.00	\$280.00
✦ Additional Booth Frontage (per 4')	\$85.00	\$100.00
✦ Wagon (10' x 10')	\$220.00	\$260.00
✦ Cart / Wandering (8' x 8')	\$200.00	\$240.00
Miscellaneous Purchase		
✦ Hay Bales	\$5.00 each	\$5.00 each
Deposits (Refundable)		
✦ Cleaning Deposit – Craft/Service/Game Merchant Booth	\$50.00	\$50.00
✦ Cleaning Deposit – Food/Drink Merchant Booth	\$75.00	\$75.00
✦ Cleaning Deposit – Camping Tent	\$50.00	\$50.00
✦ Cleaning Deposit – Camper / RV	\$100.00	\$100.00
Miscellaneous Fees		
✦ Concession Fee – Food/Drink/Service Merchants	15% of gross sales	
✦ Concession Fee – Games Merchants	Tier (2/3/6/10%) of gross sales	
Discounts (cannot be combined)		
✦ Merchant Demonstrations (requires schedule)	25% off Occupancy Fee	
✦ Non-Profit Organization	50% off Occupancy Fee	
✦ Best New/Improved Award	50% off Occupancy Fee	
✦ Best Signage Award	25% off Occupancy Fee	

Explanations and Policies

- ✦ **Non-Refundable Administration Fee** – The non-refundable administration fee covers the Faire's expenses for processing an application. Potential merchants are encouraged to read the current Merchant Guidelines, and evaluate their products' suitability to the event, prior to submitting an application in order to maximize chances of acceptance. Inquiries may also be made of the Merchant Committee to determine "closed" product venues for the current season. Merchants who submit an application and are denied acceptance may resubmit one time, with changes or corrections to their application, within six months of the original application submission date, at no additional administrative charge.

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- ✦ **Occupancy** – Booth space occupancy fees are based upon a frontage calculation with a display depth of approximately 12'. Merchants who choose to sell wares from a wandering cart and/or stationary cart/wagon may apply for a cart or wagon space. Booth construction materials, labor, carts, wagons and/or temporary structures must be supplied by the merchant and meet all merchant building and display guidelines/regulations.

Merchant locations will be assigned at the sole discretion of members of the Renaissance St. Louis, Inc. (RSL), Merchant Committee. Merchants who submit plans and commit to build permanent structures will receive higher priority for space assignments.

- ✦ **Miscellaneous Purchase/Rental** – Hay bales are available for purchase prior to the event as indicated on the Merchant Application. Bales will be delivered to the Faire site Thursday before the event. Merchants may leave hay bales on site at the conclusion of the season but the bales must be broken down. If you have need for specialty rental items please contact RSL/Merchants for information. Fees for hay bales must be submitted with your application.
- ✦ **Cleaning Deposit** – Include a separate cleaning deposit check and a Self-Addressed Stamped Envelope (SASE) with your application. Merchant sites will be inspected after the close of faire and checks returned once the sites pass inspection. If no SASE is included with the application, the deposit check will be destroyed. No deposit checks will be returned on site.
- ✦ **Concession Fee** – Food/beverage/game merchants pay the faire a percentage of their gross sales as a concession fee as outlined on the concession rate worksheet. Food/beverage merchants use the flat percentage concession schedule and game merchants can select either the flat percentage or tiered percentage schedule. Concession fees are due weekly for game merchants and bi-weekly for food/beverage merchants, and must be paid at Galerie d'Imagination by 7:00 pm on the last day of the weekend.
- ✦ **Merchant Demonstration Discount** – Merchants who guarantee regularly scheduled demonstrations, submit a demonstration schedule for program publication, and are approved for educational content will qualify for this discount against their occupancy fee. At least four demonstrations must be scheduled per day, every day of the Faire. This discount applies only to the occupancy fee. Failure to complete this obligation will result in loss of the discount, to be payable immediately, and possible consequences to acceptance at future events.
- ✦ **Non-Profit Organization Discount** – Merchants who provide proof of Non-Profit status qualify for this discount on their occupancy fee (standard rate only). Documentation of both federal and state Non-Profit status must be provided with your application. This discount applies only to the occupancy fee.
- ✦ **Cancellation Policy** – Cancellation of occupancy must be received in writing by the Merchant staff by April 30, 2007 to receive a refund of fees paid excluding the administration fee. Cancellation within two weeks (14 days) of the event will result in the forfeiture of all fees paid excluding deposits. Deposits will be returned or destroyed in accordance with the Cleaning Deposit Policy.
- ✦ **Returned Check Policy** – A \$25.00 service fee will be added to all returned checks. The returned check amount plus \$25.00 must be submitted to Renaissance St. Louis, Inc. within two weeks of notification in order to retain your space at the event.

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Product Guidelines

Renaissance St. Louis, Inc. is committed to providing a quality living history experience for the public. Part of this commitment includes highlighting artisans who take pride in their handmade products; therefore this is a juried faire.

- ✦ Products should be appropriate to the Renaissance Period theme that the Faire has created. No obviously contemporary items will be accepted, such as T-Shirts, water-bottle carriers, baseball hats, lamps, etc.
- ✦ Crafts and their packaging should be original and handcrafted and, where possible, made with appropriate period materials. Products made from commercial kits are not appropriate. Import products will be limited and will be accepted on an individual basis.
- ✦ Multi-media product lines are discouraged unless the Merchant Committee is satisfied with a reasonable product affinity and/or uniqueness of the product lines compared to other merchant product lines.
- ✦ Weapons sold must be suitable to the period (no functioning gunpowder-based weaponry). The merchant is responsible for meeting all Federal, State and Local regulations regarding the sale of weapons. All edged/pointed weapons must be peace-tied at point of sale (no exceptions). Merchants are responsible for providing peace ties. If it is not possible to peace tie the weapon, the merchant must escort the weapon out the front gate before transferring it to the customer, or deliver it to the front gate for pickup by the patron at the end of the day. If the last option is chosen, the merchant is responsible for proper "name tagging" for identification. Weapons sellers must submit a weapons sellers' agreement with their application.
- ✦ Food/drink merchants must meet all local health department regulations. Temporary food establishment permits may be obtained from the St. Charles County Division of Public Health, 1650 Boonslick, St. Charles, MO 63301. TEL: 636-949-7400, FAX: 636-949-7403, www.scchealth.org .
- ✦ Games/Services merchants must carry adequate liability insurance, if appropriate, and must meet any licensing requirements (if any) for the specific activity.
- ✦ The final acceptance of your craft or food item lies with the Merchant Committee and Renaissance Saint Louis. 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 fees minus the application fee will be returned.
- ✦ Once a merchant and the identified products/foods/beverages are accepted to participate at Faire, the merchant will only be allowed to sell those items approved with their application. Under no circumstance will a merchant be allowed to sell additional non-juried items. In order to maintain the integrity of the product mix, this will be strictly enforced. Should any merchant display an item not approved in the application, the merchant will be asked to remove the item. Non-compliance after two requests will result in removal from the faire for the remainder of the season and perhaps a ban from participating in future events.

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Booth & Display Guidelines

Buildings must maintain a clean, repaired, and secured appearance at all times. Booth structure, signage and displays are an integral part of the appearance of the faire; therefore merchants must camouflage/conceal all modern materials. Included below are special criteria/standards for prefabricated shelters.

- ✦ **General** – If you wish to construct a booth, please request our Building Standards packet for detailed information. Basic guidelines: booth exteriors should be made from aged wood, wood lattice, shingles, canvas, or woven natural-fiber fabrics (unbleached muslin, burlap, canvas, cotton duck, etc). New wood should have a painted or weathered look. No blue tarps/modern tarps of any kind or colored plastic rope may be exposed to the general public. Fabric colors should be muted tones that can be obtained from natural dyes: earth tones, etc. Acceptable patterns include: stripes, herringbone, plaids, or tapestry styles. All tables and chairs that are not 100% wood “period” styles must be covered with period fabric. At no time may radios, televisions or other modern media be used without express consent of the Merchant Committee during faire hours.
- ✦ **Tents, EZ-Up or other shade covers** – No uncovered metal or PVC poles may be visible from outside the booth. Inside the booth all attempts must be made to cover all poles. Shade covers must resemble fabric – if it looks shiny, a period fabric must cover it. No plastic shade covers or tarps will be permitted. Sidewalls are not required, however back walls are necessary to mask backstage areas. Manufacturer logos on these materials must be hidden, covered or otherwise disguised from the view of the patron.
- ✦ **Market Umbrellas** – Market umbrellas made of natural fibers, in appropriate colors, and with wooden poles and struts will be allowed. Not permitted: umbrellas made of plastic, or with printed designs or polyester fringe, or with metal poles and struts, or which are used in conjunction with picnic tables.
- ✦ **Displays & Signage** – All booths must have a sign outside to identify their shop. Further, the faire will have sign posts available throughout the faire site to enable merchants to hang signs to direct patrons to their location. (Note: Sign post signs must be made of wood and be no larger than 24” width x 8” height) No sign may be attached to any trees with nails or screws.

Recommended for display of your items in booth:

- ✦ Wood and glass jewelry cases
- ✦ Wood display racks, shelves, period look tables
- ✦ Cloth, clay, wicker, wood or other natural materials

The following are not permitted:

- ✦ Plastic or pegboard displays
- ✦ Wire racks
- ✦ Paper, laminate, or cardboard booth signs

For specific ideas on period display & signage, request our Building Standards packet. Wood, cloth and leather signage is recommended.

- ✦ **Parade** – Merchants are asked to participate in the daily processional parade with a banner displaying the merchant’s name and/or product. We recommend that you get in the habit now since in 2008 it will become mandatory. Merchants are responsible for their own banners and parade walkers. The parade musters at 12:30pm each day, location to be announced.

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- ✦ **Mirrors** – Mirrors are acceptable for display. Clothiers may use metal display (poles, racks, hangers) inside the booth (dull finish), however all exterior display, visible from the street, must be made from natural materials. All freestanding racks, umbrellas, shelving and displays outside the booth perimeter cannot impede foot traffic in or around the merchants' space and faire site in general.
- ✦ **Storage** – Backstage space may not be available to every booth; if there is insufficient space behind your booth for storage, all cartons, containers, ice chests, and other booth paraphernalia must be stored inside the booth, and covered appropriately.
- ✦ **Power** – Electricity is limited. Please specify on your application if you need or desire electricity at your booth. Merchants who use electricity will be charged a usage fee. This fee will be based on a point system determined by the number and type of appliances powered. An electricity audit conducted by the Merchant Committee during the first weekend of the Faire will determine the merchants' point liability. Payments for electricity will be due by the end of the third weekend.
- ✦ **Amplified Music** – Prerecorded or amplified music is not permitted by anyone other than a merchant selling authentic music during Faire hours. Merchants selling authentic music must keep speakers covered and out of sight. Merchants may use headsets for customer samplings. Volume must be kept low at all times, as not to interfere with performers.
- ✦ **Money & Transactions** – There are several banks nearby, as well as an ATM on site. Each merchant must supply their own change. There are no phone lines available for credit card machines. If you accept credit card payments, please bring your own manual imprinting devices or a cellular based solution. No guarantee is made that your cellular service will work at the Faire site.
- ✦ **Policy Change** – Beginning in 2008, returning merchants who elect to use tents, EZ-Ups or market umbrellas beyond their first year of participation will pay a premium on their occupancy fees. No "grandfathering" will apply in this policy. Merchants will be expected to contribute to the growth of the Faire and the establishment of a permanent village.

Costuming Guidelines

The Faire has consistently seen that those merchants who create the most interesting and accurate historical environments within their booth (using booth structure, display, signage and costuming) are the most successful merchants in terms of sales at the Faire.

- ✦ All booth personnel must be fully costumed in Renaissance garb during Faire hours of operation. Fully costumed means: period skirt or breeches, period blouse or shirt, period bodice or jerkin, period-style 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 16th century.
- ✦ No modern apparel may be worn by merchants or their helpers in any booth during Faire hours of operation, including sunglasses, baseball caps, T-shirts, shorts, denim, jeans, tennis type shoes, etc. Your appearance is not only important to the Faire itself, but also to your sales.
- ✦ Costuming regulations will be strictly enforced. We will provide all possible assistance with your costuming needs prior to the Faire; however we will not be able to accommodate you once the Faire season begins. The merchant/booth owner is responsible for staff costuming, and will be required to immediately make provisions to appropriately costume the staff member.

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General Information

Faire Set Up & Tear Down

- ✦ Each day the Faire is open to the public from 10:00 a.m. to 6:00 p.m. Merchants must remain open during faire operating hours. The Faire grounds are considered open until the last patron has left the faire grounds.
- ✦ Our Faire grounds are technically part of the City of Wentzville's Rotary Park and are therefore subject to the City of Wentzville's laws, rules and regulations. Merchants must receive permission from RSL, before digging holes, tying anything to a tree (no nailing of any kind to trees), or using an open flame of any kind.

All merchants must have a working fire extinguisher in booth, structure, tent, wagon or cart at all times.

- ✦ **Merchant Set-Up Hours** – The Faire grounds will be open to merchants the week and weekend prior to opening. Official set up hours are Thursday before opening weekend, from 7:00 a.m. until 10:00 p.m., and on Friday after the close of student day activities (from 3:00 p.m. until 10:00 p.m.). Merchants needing an earlier set-up time must call the Merchant staff in advance (minimum one week notice). Merchants arriving after 10:00 p.m. for setup are asked to be considerate of the merchants sleeping in the area.

Any merchants constructing a permanent booth must make specific arrangements with Renaissance Saint Louis for set-up times and access to the Faire grounds. Access to the Faire grounds requires at least 72 hours prior notice to the Merchant Committee staff.

- ✦ **Security** – Although our Faire grounds are located in a city park and there should be no general public wandering through the area during non-Faire hours, neither Renaissance St. Louis, Inc., nor the City of Wentzville can take responsibility for the security of your booth or your vehicle. Please put things away each night and practice common sense security. Security for the booth and your vehicle is the responsibility of the booth and/or vehicle owner.
- ✦ **Parking** – In order to provide the best parking for paying customers, all merchants must park in the assigned merchant parking area and as determined by the Merchant staff on a case-by-case basis. Handicapped parking will be made available to those with State issued Handicapped parking tags. Please advise the Merchant staff at least two weeks before Faire opening if you require handicapped access.
- ✦ **Vehicular Access Before Faire** – Vehicles will be allowed to drive on-site until 9:00 a.m. each day before the faire opens. All cars must be off-site (out of the Fairgrounds) no later than 9:30 a.m. each day of the Faire. We cannot open the Faire until all cars are removed. Failure to remove your car by 9:30 a.m. will result in a fine of \$50 for the first occurrence, \$75 for the second and \$100 for the third, payable by the end of the day of occurrence to: Renaissance St. Louis. Non payment of fine that day and/or fourth occurrence will result in removal from the Faire for the remainder of the season.
- ✦ **End of Day Access** – Vehicles will be allowed to drive on-site for teardown and loading once patrons have exited the faire site. Renaissance St. Louis, Inc. reserves the right to delay vehicular access if additional time is needed to clear the site of patrons. Merchants are required to keep the roads throughout the Faire open for other vehicles to pass. Vehicles stopped in the road to load/unload must be attended at all times. Parked vehicles must be off the main road.

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- ✦ **Garbage** – Merchants are responsible for disposing of their own trash, and must do so daily. A trash container in your booth is required. Failure to properly maintain your site and/or leave your booth clean and free of trash/debris will result in a non-refundable cleaning deposit requirement for all future Renaissance St. Louis events. A dumpster is located in the Park across the parking lot from the Faire entrance. We want the Faire to be a clean, enjoyable place to visit, plus we are guests in the Park. Be respectful!
- ✦ **Cleaning Deposit** – Following teardown, each merchant/booth owner must clear their booth and camping sites of all trash, litter, and debris. Dumpsters have been provided for your use. At the end of the Faire season, purchased hay bales are to be broken down or removed. Provided your space is clean and free of debris, your cleaning deposit check will be mailed to you or destroyed. For further details, see the cleaning deposit explanation in the Fees section.

Student Day

- ✦ There will be living history/school class tours offered on the first Friday before the Faire run. Participation in Student Day is voluntary. However, merchants are encouraged to open for business during Student Day to enhance the Faire and the students' experience. Merchants should indicate on their application if they plan to participate in Student Day.
- ✦ The Faire desires merchants/artisans who would be interested in demonstrating their craft during Student Day, as well as during the run of the Faire. Interested merchants check this option on your application.

King's Quest

- ✦ The Faire has a very popular program for children that involves a "scavenger hunt" of sorts. The purpose is to collect stamps in a "passport", by way of meeting specific characters from the cast and visiting participating merchants, with the goal of qualifying to become a knight or lady of the realm. The Quest draws young people into learning about history and increases the family traffic into participating merchant booths. A limited number of merchants are accepted each season. If you would be interested in participating please indicate your desire on your application. All materials for this activity are provided by the Faire. Merchants that are selected will be notified prior to the Faire opening.

Gate Passes

- ✦ Merchants will receive ID cards for themselves and personnel. Passes will be included in your packet and become your responsibility. Duplicates may be issued for a fee of \$10 per ID card at the convenience of Renaissance Saint Louis. It is the merchant's responsibility to distribute the passes to their employees. Merchants will be issued up to three ID cards for the standard 12' of frontage, with an additional ID card per 4' additional frontage. Food merchant ID card quantities will be determined by the nature of the product, preparation process, frontage, etc.

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Camping, Meals, Shopping and Services

- ✦ There is limited on-site primitive (tent) camping space available at no charge. There is also an extremely limited area for Campers and RVs, with even fewer spaces for electric hookups. Camping in merchant tents is permissible but does require the completion of a camping application. Portable toilets are available and one semi-working shower. Camping applications and deposits must be received two weeks prior to the opening of the Faire season and are granted on a first-come first-served basis. No RV/Campers will be allowed to hook up to electricity unless approved by the Camping Director. No one may be onsite after 11:00 p.m. without an approved camping application.
- ✦ A variety of shopping is available within a short drive of the Faire grounds. These include a grocery store, Home Depot, Wal-Mart, fast food and full service restaurants. There are also several banks in Wentzville.

Children

- ✦ All Children 18 and younger must be registered with the merchant coordinator as being on site during faire hours. We recommend all children have some form of photo identification for security purposes. If you would like a Faire provided photo ID, please see the merchant coordinator in Galerie d'Imagination. Children under the age of 10 may not leave the merchant booth unless a responsible adult stays with them. Children 10 to 13 may be sent on errands, but must remain with the merchant otherwise. Failure to abide by these rules will result in a warning for the first offense, a \$50 fine for the second offense, and a \$100 fine for a third offense. Persistent offenders may be asked to leave the Faire site.

Pets

- ✦ While in the camping area all pets must be tethered and provided with food, water, shade, and pets may not run loose. Animal Control will be immediately notified of any pets running loose, or without proper care.
- ✦ A pet registration form with copies of vaccination records must be supplied to the Faire for all animals at least two weeks prior to Faire opening.
- ✦ Pets must be supervised and controlled at all times on the Faire grounds. Pets that are disruptive to the operation of the Faire will be removed.

Omsbudmanship

- ✦ Regretfully, an occasion may come about when a patron is dissatisfied with their experience with a merchant. Should Renaissance St. Louis receive such a complaint, a Merchant committee member will notify the merchant to address the situation. Upon notification of the customer's satisfaction, or if the Merchant committee member determines the merchant has made a reasonable attempt to satisfy the customer, Renaissance St. Louis will consider the issue closed. If a merchant has two or more open issues from previous seasons prior to the beginning of the Faire, Renaissance St. Louis may prevent the merchant from participating in that or future seasons.

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Legal Stuff

- ✦ **Liability Insurance** – All merchants must maintain their own personal insurance for fire, flood, property damage (inventory and equipment) and personal injury. Renaissance St. Louis (RSL) assumes no responsibility for obtaining liability insurance for the merchant. All merchants must provide proof of liability insurance two weeks prior to opening weekend of the Faire.

- ✦ **Sales Tax** – All merchants are required to collect Sales Tax on all applicable items and supply the Merchant Committee with the Tax ID that the sales will be reported under. Special Event tax forms (2360) will be provided at the event and/or you may also apply for a Missouri Sales Tax ID (recommended). For more information, please contact the Missouri Department of Revenue, Jefferson City, MO 65105. Forms are also available at Department of Revenue offices throughout Missouri, and also on the Internet at: <http://www.dor.state.mo.us/tax/business/>.

Merchants are also required to fill out City of Wentzville forms for collection of Sales Tax that will be included in your acceptance packet and turn these forms in before the first day of faire.

- ✦ **Indemnity Agreement** – Merchants participating in the Greater St. Louis Renaissance Faire shall indemnify and hold the Faire and RSL harmless from any and all claims, debts, and/or liabilities arising by contract, tort, or otherwise out of operation of the booth(s) and shall defend any lawsuits brought against the faire or RSL by any third party of any nature or form whatsoever as a result of the merchant's operation. The merchant agrees to hold the faire and RSL harmless from all claims for damage or loss arising out of or connected with, in any way whatsoever, the merchant's use of connection therewith.

- ✦ **Use of Merchant Name or Photograph** – Participating merchants consent to the use of his/her name, picture image, recorded voice or music, and those of his/her employees by the Faire, it's assignments, and it's licensees, in connection with the Faire and without inspection, for such purposes of commercial or promotional usage by RSL.

- ✦ **Event & Government Requirements** – Booths must comply with all government rules and regulations regarding health, fire and safety. Every booth must contain a fire extinguisher. Merchant participant must operate booth(s) in complete compliance with all rules and regulations and directives of RSL. Failure to follow such will be deemed to give authority to RSL to close the merchant participant's booth(s) and to bar the merchant participant and/or his/her employees from the Faire site. RSL management shall be the sole determiner of such failure. Each merchant participant is responsible for all necessary and appropriate City, County, State and/or Federal license, tax or health permits, if any. Each merchant participant, as an independent contractor, is solely responsible for all necessary Workman's Compensation insurance as regards his/her own employees, helpers, etc. Each merchant participant shall be responsible for keeping satisfactory records of all transactions and shall pay Missouri State Sales Tax attributed thereto. RSL reserves the right to remove any merchant participant and close their respective booth(s) if proper conduct is not followed. This includes, but is not limited to, rudeness, public intoxication, illegal substances, selling works not authorized, security violations, obstructing traffic, etc. If any booth(s) are forced to shut down, due to lack of required licenses and/or permits, or due to improper conduct, this notice serves as caution that RSL is not liable for such licenses and/or permits, and will not refund any fees and/or deposits in such instances.

- ✦ **Disclaimer** – RSL shall not be responsible in any manner or form for failure of the Faire to be open or be operable for any reason or cause whatsoever. RSL shall provide security of site; however, RSL shall have NO liability of theft or damage to merchandise or displays of any merchant participant or other persons entering the Faire grounds with or without the consent of RSL. RSL shall have NO liability of theft or damage to vehicles of any merchant participant parked at site, with or without the consent of RSL.