

ALABAMA RENAISSANCE FAIRE PDF ver. 2025

GREETINGS AND SALUTATIONS

THANK YOU FOR YOUR INTEREST IN OUR FALL FESTIVAL. THE ALABAMA RENAISSANCE FAIRE (ALRF) ASKS THAT YOU READ THROUGH THE CURRENT INFORMATION ABOUT OUR FAIRE, ITS GUIDELINES, AND THE APPLICATION PROCESS FOR BECOMING AN EXHIBITOR (VENDOR, ARTISAN, MERCHANT).

LOCATION

WILSON PARK (*FOUNTAIN-ON-THE-GREEN*) LOCATED IN THE DOWNTOWN AREA OF FLORENCE, ALABAMA, NEXT TO THE POST OFFICE. THE FAIRE SITE IS BORDERED BY **WOOD AVENUE** AND **TOMBIGBEE STREET** ON THE SOUTH; **SEMINARY STREET** AND **TUSCALOOSA STREET** ON THE NORTH.

DATES AND TIMES

OUR FAIRE TAKES PLACE ON THE **FOURTH WEEKEND IN OCTOBER** OF EVERY YEAR.

2025

THURSDAY, OCTOBER 23 SET UP WITH PRIOR PERMISSION

FRIDAY, OCTOBER 24 SET UP 7AM-6PM

SATURDAY, OCTOBER 25 LATE SET UP 7AM (NO VEHICLES IN PARK)

ALL VENDORS MUST BE SET UP BY 9 AM SATURDAY

SATURDAY, OCTOBER 25 FAIRE OPENS AT 10 AM TO 6 PM

SUNDAY, OCTOBER 26 (OFFICIALLY) OPENS AT NOON TO 6 PM

TEAR DOWN BEGINS

MONDAY, OCTOBER 27 LATE TEAR DOWN MUST BE DONE BY NOON

SHOULD YOU HAVE ANY QUESTIONS, CONCERN, OR NEED OF ASSISTANCE; PLEASE DON'T HESITATE TO CONTACT US VIA EMAIL: ladyrenwilson@gmail.com or mail: **ALABAMA RENAISSANCE FAIRE, P.O BOX 431, FLORENCE, AL, 35631.**

IMPORTANT INFORMATION

MUST READ AND UNDERSTAND

SIGNAL IS AN APP THAT IS USED WITHIN THE FAIRE AREA AS A MEANS OF COMMUNICATION BETWEEN VENDORS AND STAFF.

THIS APP IS USED ALSO TO RELAY EMERGENCY MESSAGES (I.E. LOST CHILD, WEATHER ALERTS, ACCIDENTS, PROBLEM WITH PATRONS).

PLEASE DOWNLOAD THIS APP.

YOU WILL BE ASKED TO JOIN OUR GROUP UPON CHECK IN.

REQUIREMENTS:

EXHIBITORS (VENDORS) MUST BE PRESENT ONSITE AND OPEN AT ALL TIMES DURING THE FAIRE HOURS UNLESS BAD WEATHER (INCLEMENT OR DANGEROUS) IS DECLARED. **VENDORS AGREE TO COMPLY WITH THE CIVIL LAWS AND CODE OF THE CITY OF FLORENCE ALABAMA. USE OF, SALE OF, OR DISPLAY OF ANY ILLEGAL MATERIAL OR ITEM(S) WILL RESULT IN THE CLOSURE OF THE SALES AREA.**

FAIRE OFFICIALS ARE GRANTED BY THE VENDOR THE RIGHTS TO:

1. INSPECT THE SALES AREA AT ANY TIME. FURTHER, THE ALRF WILL HAVE THE RIGHT TO DEMAND THE REMOVAL OF ANY SALE OR DISPLAY ITEM(S) THAT (AT ITS SOLE DISCRETION) ARE DEEMED UNSUITABLE FOR THE FAIRE.
2. DENY ANY BOOTH SPACE OR EVICT FROM SAID SPACE ANY VENDOR IN VIOLATION OF CITY AND/OR STATE LAWS, OR ALRF REQUIREMENTS.
3. RESTRICT ANIMALS NOT IN COMPLIANCE WITH CITY CODES, PARK, AND ALRF RULES AND REGULATIONS, OR THAT MAY BE DEEMED A NUISANCE OR DETRIMENTAL TO THE OVERALL ENJOYMENT OF THE EVENT.

POLICY:

PATRONS, VENDORS, AND ENTERTAINERS CANNOT HAVE ALCOHOL ON SITE. EDGED WEAPONS AND OTHER PERIOD WEAPONRY MUST BE SECURED IN SUCH A WAY AS TO PREVENT ACCIDENTAL INJURY TO THE WEARER AND THE GENERAL PUBLIC.

SECURITY:

OFF-DUTY POLICE OFFICERS WILL PROVIDE SECURITY IN THE PARK FROM **6:00 PM FRIDAY NIGHT TO 6:00 AM SATURDAY MORNING** AND DURING THE SAME HOURS ON SATURDAY NIGHT TO SUNDAY MORNING. **THURSDAY AND SUNDAY NIGHTS ARE UNPROTECTED.** PARK SECURITY WILL BE PRESENT THROUGHOUT THE EVENT.

RENAISSANCE THEME DECOR:

VENDOR SPACES, SALE ITEMS, AND DRESS OF ANYONE WORKING A BOOTH **MUST** CONFORM TO THE HISTORICAL PERIOD OF MEDIEVAL TO RENAISSANCE. DETERMINATION OF VIOLATION OF THIS REQUIREMENT WILL BE AT THE SOLE DISCRETION OF THE ALRF OFFICIALS. OVERALL DECOR AND ATMOSPHERE IS VERY IMPORTANT TO THE SUCCESS AND FUN THAT THE FAIRE HAS COME TO REPRESENT. THERE IS SOME VARIATION ALLOWED AND DECOR DOESN'T HAVE TO BE COMPLICATED.

IF YOU NEED SUGGESTIONS OR IDEAS ABOUT COSTUMING OR BOOTH DECORATION, PLEASE CONTACT US: director@thealrenfaire.org or ladyrenwilson@gmail.com

A WRIT OF PERMISSION CAN BE REQUESTED FOR THOSE NEW VENDORS UNABLE TO MEET THE BARE MINIMUM OF EITHER DRESS OR DECOR POLICY. HOWEVER, THIS WRIT MAY ONLY BE GRANTED ONCE AND SHOULD BE ACCOMPANIED WITH REASONS FOR REQUEST ALONG WITH THE FAIRE APPLICATION.

EXHIBITION SPACE:

ASSIGNMENT OF BOOTHS ARE AT THE SOLE DISCRETION OF THE ALRF.

WE ASK THAT EVERYTHING BE WITHIN THIS ASSIGNED AREA.

A SINGLE BOOTH SPACE MEASURES 12 FEET BY 12 FEET (1).

EXTRA SPACE CAN BE ASKED FOR, SUCH AS 12 FEET BY 24 FEET (2). THIS CAN BE ARRANGED LINEAR, EITHER BACK TO FRONT OR SIDE TO SIDE.

OTHER SPACE EXAMPLES SUCH AS 24 FEET BY 24 FEET (4) ARE ALSO OFFERED. ADDED SPACES MAY BE REQUESTED TO SUIT THE BOOTH SIZE. THE POSITION OF THE BOOTH IS DETERMINED IN ADVANCE OF THE FAIRE. VENDORS **SHOULD** CLEARLY AND PRECISELY DESCRIBE THE LAYOUT OF THEIR NEEDED SPACE, INCLUDING ANY SPECIAL NEEDS AT THE TIME OF APPLICATION. ACCOMMODATION TO REQUEST/NEEDS WILL BE CONSIDERED AND MADE WHERE POSSIBLE. EMAIL THOSE REQUESTS UPON NOTIFICATION OF YOUR ACCEPTANCE TO: ladyrenwilson@gmail.com

VENDOR SPACE RESPONSIBILITY

1. TO MAINTAIN THEIR AREA IN A SAFE AND PROFESSIONAL MANNER.
2. TO CLEAN UP THEIR AREA DURING AND AFTER THE FAIRE. GARBAGE BINS ARE LOCATED THROUGHOUT THE PARK.
3. TO ENSURE DISPLAYS ARE DESIGNED TO WITHSTAND INCLEMENT WEATHER (SUN, WIND, RAIN) AND CROWDS.

THERE IS NO ALTERNATE RAIN LOCATION. VENDORS MAY CONTACT ANY ALRF STAFF MEMBER FOR QUESTIONS AND/OR PROBLEMS THROUGH THE **SIGNAL** APP FOR A QUICK RESPONSE OR AT THE INFORMATION TENT AT ANY TIME.

FEE PER SPACE:

A SINGLE SPACE (12x12) IS **\$200.00** AND MUST BE PAID UPON RECEIPT OF ACCEPTANCE NOTIFICATION. THIS AMOUNT SHOULD BE MULTIPLIED FOR EACH SPACE REQUESTED (E.G. 24x24 = \$800.00).

OTHER:

ALL APPLICATIONS MUST BE RECEIVED NO LATER THAN AUGUST 31.

NOTIFICATIONS WILL BE SENT OUT VIA EMAIL NO LATER THAN SEPTEMBER 5TH.

ALABAMA SALES TAX FORMS WILL BE PROVIDED TO EACH VENDOR AT CHECK IN. THE ALABAMA RENAISSANCE FAIRE REQUIRES **NO ADDITIONAL FEES.**

PLEASE NOTE THAT THE FAIRE AREA HAS BEEN FILLING UP QUICKLY. ONCE THE PARK IS FULL, NO OTHER APPLICATIONS WILL BE APPROVED. AGAIN, WE THANK YOU FOR YOUR INTEREST.

HOW TO APPLY

FILL OUT APPLICATION AND SAVE AS BOOTH NAME.

EMAIL ALL APPLICATIONS TO: alrnfaire@gmail.com.

WE LIKE TO INCLUDE VENDORS ON OUR WEBSITE www.thealrenfaire.org and FACEBOOK PAGE. TO BE INCLUDED, PLEASE SEND PHOTOS AND SOCIAL MEDIA LINKS WITH YOUR APPLICATION. SPACE IS LIMITED. **ONLY COMPLETED APPLICATIONS** WILL BE CONSIDERED.

ACCEPTED APPLICATIONS WILL BE SENT A CONFIRMATION EMAIL WITH PAYMENT OPTION INFORMATION.

ACCEPTANCE OF APPLICATIONS IS A COMMITMENT TO SHOW/PERFORM/SELL AT THE VENUE FOR THE ENTIRE WEEKEND.

FEES ARE NON-REFUNDABLE IF THE APPLICANT CANCELS AFTER SEPTEMBER 5TH.
NOTIFICATIONS OF ACCEPTANCE OR REJECTION WILL BE SENT OUT IN A TIMELY MANNER.
THE ALRF WILL NOT BE HELD RESPONSIBLE DUE TO AN **ACT OF GOD** OR ANY REGULATION OF ANY PUBLIC AUTHORITY, CIVIL TURMOIL, CONDITION OF WAR OR ANY SUCH ISSUE.
SIMILARLY, IF THE FAIRE SHOULD BE FORCED TO CLOSE DUE TO INCLEMENT WEATHER, NO COMPENSATION SHALL BE SOUGHT FROM THE FAIRE.

APPLICANT

Date of Application:

Booth Name:

Owner Name:

Contact Address:

State:

Zip:

City:

Phone:

Phone (Emergency Contact):

Email:

Website address to add to ALRF social media:

Facebook link to add to ALRF social media:

Instagram link to add to ALRF social media

Upload and Attach 3 photos of booth or merchandise to be featured on social media:

Type of Booth: Check one

ARTIST– Original work (no laser etching or 3D printing)

CRAFTER – Demo on site Demo type:

MERCHANDISER – Made to sell

ON-SITE EXPERIENCES – Face painting, Henna, Hair-braiding

NUMBER OF BOOTH SPACES NEEDED (including tie-downs and displays):

Select One Configuration: Water Access Needed? Electrical Access Needed?

12 x 12



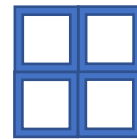
12 x 24 Side By Side



12 x 24 Back to Back



24 x 24 (4 spaces)



Custom Request 12 X _____

24 X _____

Measurements:

OTHER REQUESTS SEND TO: ladyrenwilson@gmail.com

APPLICANTS MUST COMPLETE EACH QUESTION OR RESPOND WITH N/A.

ALL PRODUCTS MUST FIT IN WITH THE MEDIEVAL/RENAISSANCE THEME OF THE FAIRE.

Only **COMPLETED** applications will be considered.

PRIMARY MERCHANDISE (most type of merchandise sold):

SECONDARY MERCHANDISE (additional merchandise sold):

ALABAMA RENAISSANCE FAIRE AGREEMENT

Vendor agrees to dress in period costume and booth will be decorated appropriately.

Applicant will submit at least 3 photos of booth, including items to be sold, with application.

My signature affirms that I represent everyone affiliated with my booth and I will ensure their compliance with all guidelines listed.

I further agree that the officials and staff of the Alabama Renaissance Faire (ALRF), the Florence Parks and Recreation Department, the City of Florence and their agents are NOT responsible for injuries, loss or damage to person(s) and/or property, and I discharge, release and hold them harmless.

I agree to abide by all decisions and requests of the Officials of the Alabama Renaissance Faire (ALRF) in regard to personal display and conduct during the Alabama Renaissance Faire.

Signed this day _____(DATE)

Exhibitor Signature: _____

SUBMIT APPLICATION TO alrnfaire@gmail.com

IF YOU'RE INTERESTED IN RESERVING AN ALABAMA RENAISSANCE FAIRE T-SHIRT, PLEASE COMPLETE THE FOLLOWING FORM WITH YOUR APPLICATION.

ALABAMA RENAISSANCE FAIRE T-SHIRT ORDER FORM

INDICATE QUANTITY OF EACH SIZE AND INCLUDE \$15 FOR EACH SHIRT. THESE MAY BE PICKED UP AT THE INFORMATION BOOTH ON SATURDAY AFTERNOON.

PLEASE INCLUDE VENDOR BOOTH NAME TO COMPLETE ORDER:

AVAILABLE SIZES INCLUDE (Indicate # of shirts in each size):

SM ____ MED ____ LRG ____ XL ____ 2X ____ 3X ____ 4X ____ 5X ____

SUBMIT APPLICATION TO alrnfaire@gmail.com