

Louisiana Renaissance Festival

Merchantteam@larf.org 985-222-2553 www.RenFest.net

Post Office Box 220 Robert LA 70455-0220

2020 Merchant Application

Nov: 7-8, 14-15, 17-19, 21-22, 27-29 Dec: 5-6, 12-13



The Louisiana Renaissance Festival attracts more than 65,000 patrons each year to experience history and everyday life of the European Renaissance. Our merchants offer our patrons uncommon products and services that complement our theme and many demonstrate the making of their fine, hand crafted products. We are always looking for new merchants with unique products that will add excitement and authenticity to our festival, especially people who can demonstrate their products.

Festival Dates: The Louisiana Renaissance Festival is open to the public from 10 am to 5 pm for six consecutive weekends as well as the Friday after Thanksgiving starting the first Saturday of November. The 2020 season will begin on Nov. 7, 2020, and complete on Dec. 13, 2020. We also host three Student Days from 9 am to 2 pm from Tuesday, Nov. 17 through Thursday, Nov. 19. Participation on Student Days is mandatory for our merchants with the exception of those in the Guest Artist Program.

Please fill out the application in its entirety and include it with your proposal. Your **application package must include the ALL of the following:**

1. Your completed application.
2. A complete list of all items you want to sell.
3. A short biography of your business and the artisans who create your product or service.
4. Photographs of what your booth setup will look like, both interior and exterior.
5. Photographs of all items you want to sell. Multiple items may be in the same photo. Please submit photos with a high resolution and good quality. *
6. Submit photographs of the garb worn by you or your employees to ensure it meets our standards.
7. Your \$200 refundable application fee can be paid by check, money order, PayPal, or credit card over the phone. Please make checks payable to LARF, or if using PayPal, send payment to rick@larf.org. If you are accepted by the jury, your application fee will be entered into your account as a credit; if you are denied your money will be refunded to you.

*Digital photos are preferred and should be in a JPG or PNG format. They can be sent on a CD, DVD, USB drive or emailed to MerchantTeam@larf.org. If emailed, please make sure the subject line includes the name of your booth. If you wish to send a sample of your product, it will be presented to the jury along with your application package. Products submitted can be returned if you specifically request it and include an additional check to cover the complete shipping cost.

Our jury selection process opens on March 1 and continues until Sept. 1. Within 30 days of receiving your application you will be notified of when your application packet will be reviewed by our jury. You are welcome to attend the jury meeting to join the discussion. You will be notified within 7 days of the jury meeting of your acceptance or denial. **Your submission will not be considered by our jury until all of the required items are turned in.**

Our festival generally does not accept applications for merchants dealing primarily in resale or imported products. We aim to be an Artisan's Market with the best in handmade wares from quality craftspeople. The merchant selling the product ideally designs, produces, and finishes each product or directly oversees the production of his or her product. Make sure you specify on the application what percentage of your product line is hand crafted.

The jury will review all applications thoroughly and reserves the right to delete specific items from your product list. If you disagree with the deletion of items, you will have two weeks to notify us via email or traditional mail that you would like to withdraw your application and we will refund your application deposit. **You will only be allowed to sell items that are approved and listed in your final contract, so please ensure your list is complete.**



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Merchants may sell their approved products from a permanent structure, period tent, or cart. First year merchants may not build, or purchase existing permanent structures. All structures, tents, carts, etc. must be approved by the Merchant Team PRIOR to set up. If you are interested in renting an existing shop space for the season, please contact us to learn of any availability. Pop-ups and/or Easy-ups are not period appropriate and therefore, not allowed.

There is a one-time service fee of \$150 for the initial electrical connection. Electric service for show days during the run of the festival is available for \$100 for 20 amps, and \$200 for 30 amps. If you do week-work in your booth, or are camping in your booth, there will be additional charges for your electric service during the week.

You will be required to collect both state and parish tax on any taxable items that you are selling. The current tax rate is 7.45% (4.45% state and 3% parish). **You must also obtain a Tangipahoa Parish Occupational License (\$200) through the Tangipahoa Parish Sheriff's Office prior to opening your business to the public.** More information about taxes and the Occupational License will be provided in your Welcome Package, should you be accepted.

The Louisiana Renaissance Festival requires all merchants to have a minimum of \$1,000,000 general liability insurance with the festival listed as additional insured. You may choose to purchase insurance through the festival for \$125. A copy of your current Certificate of Coverage must be on file with the Merchant Team prior to October 1st. If it is not, your booth will be automatically put on the festival insurance, and your booth billed for \$125.

Coin of the Realm are five dollar tokens available for purchase by patrons to use toward goods and services throughout the festival. A redemption fee of 3% (15 cents) per token is charged (unless used to pay booth fees) by the Festival upon redemption to offset processing charges incurred. **All merchants participating in the Louisiana Renaissance Festival are required to accept these tokens.**

If accepted as a merchant, you will receive an email containing your contract and fee report. You will have 60 days from notification of your acceptance, or by Oct. 1, whichever is earlier, to pay your merchant fees. If payment is not received by the deadline and no contact is made, your contract offer may be withdrawn and your deposit forfeited.

Currently applications are not being accepted in the following categories: Imported/Resell Merchandise, Jewelry, Face Painters, Palm and Tarot Readers, Leather Goods, Swords/ Weaponry, Wooden Sword and Shields, and Food.

A new merchant also has the option of renting temporary space in our Guest Artist Pavilion. This allows a new merchant to set up their vending area for **up to three weekends** at a discounted fee, giving both the merchant and the festival a chance to see if it is a good 'fit' for both parties. The rate is \$200 per weekend; this fee includes the coverage of festival insurance on the dates that you are vending. Currently, electricity is not an option at this location. If interested, please check the Guest Artist Pavilion option under "Your Desired Space" and state your preferred weekends.

If you have any questions regarding camping, please contact our Camping Manager at wind@larf.org.



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Business Name:			
Booth Name (as you wish it to appear):			
Website:			
Name of Owner(s)			
Phone:		Email:	
Mailing Address:	City	State	Zip

Please attach a short biography of your business and the artisans who create your product or service.

List previous Festival experience (name and year):

What other Festivals are you exhibiting at this year?

Brief description of your business, products and/or services *

Please attach a comprehensive list of all products that you are applying to sell.

Percentage of product handcrafted by you, your family, and/or your employees: _____

Percentage of product that is handcrafted by another artisan that you are reselling: _____

If product is not made wholly by you, include information about where it is from on your Product List.

Do you demonstrate your craft? (Circle One) **YES** **NO**

If yes, please provide a detailed description of your demonstrations. We highly encourage video of your demonstration be included with your package on a DVD (please note that we are unable to return) or by providing a link to a video posted online:



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Your Desired Space - Booth Size {including ropes}: (Check one)

Moveable Cart (\$700) ()

20 Frontage Ft (\$800) ()

25 Frontage Ft (\$900) ()

30 Frontage Ft (\$1000) ()

35 Frontage Ft (\$1100) ()

40 Frontage Ft (\$1200) ()

45 Frontage Ft (1300) ()

Guest Artist Pavilion *

(\$200/weekend) ()

*For the Guest Artist Pavilion, specify preferred weeks: _____

Do you have any special considerations for your booth? (i.e. accommodations for disabilities, etc)

Electric Service: Please note there is a \$150 one time electric fee. This amount will be added to your first year's electric service fee.

_____ No Electric Required

_____ 20 Amp weekend only \$100 (Credit Card Machine and light during festival only)

_____ 30 Amp weekend only \$200 (Weekend camping in booth)

Insurance: (Check one)

_____ I have my own insurance and will provide proof of insurance upon acceptance no later than Oct. 1. (See information regarding this on page two of the application.)

_____ I wish to purchase festival provided insurance at a cost of \$125.

How did you hear about the Louisiana Renaissance Festival?

I understand this application in no way guarantees acceptance into the Louisiana Renaissance Festival.

Signed: _____

Date: _____

If you choose to mail your application packet, please send your application, photographs, and the \$200 application fee to:

Louisiana Renaissance Festival

Attn: Merchant Team

PO Box 220

Robert, LA 70455

Thank you for your interest in our wonderful festival!

Huzzah!