



Osgoode Medieval Festival Code of Conduct

Please read, sign and return this page with your Craft or Food Vendor Application.

1. The Medieval Festival is an outdoor event which runs regardless of weather.
2. The vendor is responsible for providing shelter, chairs, tables etc.
3. All booth personnel must be costumed according to the medieval theme. Please avoid “modern” clothing. If you need help with a costume, please email vendor coordinators and we may be able to assist.
4. The Medieval Festival may require vendors to remove items that have not been approved. Vendors wishing to sell product lines not on their original application must have these items approved by the Vendor Coordinator before they are displayed to the public.
5. The Festival may require vendors to remove items that do not meet the quality or theme standards set by the Medieval Festival. Unacceptable wares (*in the sole opinion of the Festival*) include but are not limited to:
 - Marked-up resale of items from discount stores, dollar stores, or thrift stores, etc.
 - Items that are poorly made, and do not fit the standards of the Festival.
 - Items that do not thematically fit the Festival.
6. Vendors and their staff must behave in a manner acceptable for a family friendly event. Profanity is unacceptable.
7. Smoking is only permitted outside the festival grounds.
8. No pets are allowed on festival grounds.
9. Booths **must** be open and staffed for the entire time the Festival is open. The vendor is responsible for booth staffing, collecting and remitting sales taxes, and required Ontario business licenses and all other aspects of running their booth.
10. Vendors must provide certificate of insurance before setting up. They must provide a copy that can be retained by festival staff for the duration of the festival.
11. Please ensure that garbage is deposited in one of the trash cans on site not left on the ground in or around the booth.
12. All vehicles must be off site and in the designated parking area by the times to be specified. This is generally 30 minutes before the gates open to the public but may be subject to change. No additional vehicles will be allowed to enter the site within 10 minutes of this time.
13. At the end of each day, vehicles will be permitted onsite only when all guests have left the park. This decision will be made by the site manager or Vendor Coordinator only.

I, _____ (print name) certify that I have read and agree to follow the Medieval Festival Code of Conduct. I further agree that I will ensure that any personnel working or volunteering in my booth also follow these standards. I understand that failure to comply may result in my being required to leave the event and may prevent my acceptance for future events.

Signed:

_____ DATE