

**Canterbury Renaissance Faire**  
**July 21, 22, 28, 29, 2018**

**RULES OF FAIRE – Applies to all participants!**

**PARTICIPANT CHECK IN**

All participants will enter the site at the driveway that allowing access to the field off of Valley View Rd. Go through the field to the Participant Entrance, marked with a sign. You must check in with site safety to receive your faire gate pass wristband and parking pass and current information. You will be directed to the appropriate area for camping, parking and set up.

**PARTICIPANT GATE PASSES**

You must be “gate listed” to enter the site though the participant entrance. All participants are subject to having their ID checked. **A current wristband ID passes must be worn on wrists or ankles to be in the camping, parking, or the site at anytime. THESE BANDS WILL BE CHECKED!!!!!!!!!!!!!!!!!!!!**

Participants can get a new ID wristband for each weekend. If your ID band is lost during the weekend, a replacement band can be purchased for \$5.00. Do not give your ID band to anyone else. This will result in dismissal from the faire of both parties!!!!

**MINORS**

Minors, under 18 years old, must have a parent or guardian who will take full responsibility for their behavior. If a minor is found to be destructive in any way (including, but not limited, to damaging things, theft, disruptive behavior), they can be removed from the event as can any adult for the same reason. Parents or guardian of minors will be responsible for any and all damages done by minor. People under 21 years are NOT to be drinking alcohol. Parent or guardian must sign a statement to this effect.

**PARTICIPANT CAMPING**

Participants may camp in the designated camping areas during their stay at the event. They may also choose to camp in their merchant booth or guild yard. All evidence of modern camping must be removed or covered during the event hours when the public will be present in the village.

Quiet hours begin at 10:00pm through 8:00am. That includes the village area as well. Vehicles will not be allowed in the tent camping area. **Camping on site is at your own risk!!!! If you are camping in your booth keep in mind that the tavern may go until midnight and might be loud. They should be keeping the noise under control like everyone else but.....**

There is no power or water available on site. **Quiet generators** may be used in the campsite if necessary. If you need an RV hookup, there is a RV park a couple of miles from the site. Local motels may be available. Plan ahead and /or call for information.

Please be on site and settled in the camping areas before 10:00pm. We don't want vehicles in or out of the site after that time. Vehicles will not be able to access the Faire site only foot traffic will be possible after 10pm and will open at 7am. Only the parking field will be available for late arrival **Please be courteous to the event staff and other participants. Do not arrive any later than 10:00 pm!!! Please call us if you need to arrive after hours.**

**VEHICLE PARKING FOR PARTICIPANTS**

No vehicles are permitted in the village between 9:30am to 6:30pm except for emergency, on Saturday and Sunday. Park vehicles only in areas reserved for participant parking. NO utility trailers will be allowed in the village/town during event hours.

All parked vehicles must display a parking permit from site safety.

Vehicles left in unapproved areas during prohibited hours will be towed at the owner's expense.

**SET UP**

You may begin to set up your merchant or guild area no sooner than noon on the Thursday preceding the event. If you will be arriving for set up after 7pm, please let us know. Set up must be completed by 9:30 Saturday morning.

**If you need to set up at another time/day please inform the staff.**

**Food vendors have a health inspection on Friday afternoon before the event opens. Have your space up and ready by then!**

## **TEAR DOWN**

Tear down of your areas must be completed by noon on the Tuesday following your participation at the event.

## **TRASH**

It is the responsibility of all participants to keep their space and surrounding area clear of debris and trash at all times. Trash must be bagged and tied off and deposited in the provided dumpster not in the trash cans.

**DO NOT LEAVE EXTRA GARBAGE FOR US TO CLEAN UP! Pack your broken equipment, boxes, and misc. after event garbage and take it with you!**

## **FAIRE HOURS FOR THE PUBLIC**

The faire is opened to the public from 10:00am to 6:00pm Saturday and Sunday. All participants are required to remain in period garb from 10:00am to the close of the faire. That includes clothing, footwear, and accessories. Be ready to play Faire and open for business at 10:00am on both days. All modern extras such as watches, shoes, chewing gum, sunglasses, cigarettes, extensive piercings, tattoos, etc. should be taken off or under cover.

Faire will be open rain or shine so be prepared. All booths must be open regardless of weather. All booths must be attended while the public is present.

## **FAIRE CONDUCT**

We expect only the best behavior from all participants and patrons alike at the Faire. Abusive, obscene, lewd, and indecent behavior is NOT acceptable from anyone! Such behavior will not be tolerated and will result in dismissal from the event. This is a family event so we expect you to use your best judgment in what you do and say. **Never offend the patrons!!!**

Be considerate of the event staff, check in personal, and other event participants. After hours be considerate of the other event participants and local residents surrounding the event. Quiet time begins at 10:00pm throughout the site.

## **CARRYING AND VENDING WEAPONS**

All weapons worn will be considered accessories and are not to be drawn out of their holders (sheaths, scabbards, holsters, etc.) for any reason. All weapons used in an "act" or demonstration must be per-approved by site safety. Any person handling a weapon in an unsafe manner will be removed from the event site. **NO unapproved projectiles allowed.**

Merchants selling weapons must be aware of State of Oregon weapon sales policy. No selling, purchasing, or handling weapons for persons under 18 years of age unless accompanied by a guardian or parent. All blades sold must have the sharp edge of the blade covered either by a sheath or masking tape. Whenever possible, please hold weapons sold to the public until such time they are ready to leave the site.

## **EMERGENCIES**

Report all accidents and emergencies to the event personal located at site safety, the entry booth (during public hours) or roving event personal. They will contact the appropriate emergency or medical services.

## **CONTROLLED DRUGS, ALCOHOL, AND TOBACCO**

Illegal controlled substances are not allowed on the event site! Anyone with illegal controlled substances in their possession on the event site is subject to immediate expulsion or arrest at any time. Do not administer medication of any type to anyone other than yourself.

Alcohol will be sold only by approved merchants in specified areas. Any participant who is drunk, unruly, or uncooperative with the event staff at any time will be removed from the event site. Minors under 21 years may not consume, handle, or purchase alcoholic beverages at any time. Alcohol may not be given to minors.

Smoking. Please do not smoke in front of the patrons! Please smoke in the designated areas for smoking. Be smart and careful. It's summer and dry!!!

Recreational Marijuana is legal in Oregon. However, it is appreciated if you could not use it on the event site.

## **PETS**

We would appreciate it if you could leave your pets at home. We do realize that many participants travel with their pets. If you must have your pet, you must sign a release form at site safety taking full responsibility for it's behavior. You must clean up after your pet right away and all pets must be on a leash of some kind at all times. We will not accept any abuse to any animal at the event whether it is a participant pet or used in any shows.

## **FIRE REGULATIONS**

All booths must have an approved fire extinguisher in good working order. This will be checked!!

Please no open flame or fires at the event site including the village, parking area or camping site. No bales of hay in any booth. Booths and tents will be made from fire retardant materials or treated with a fire retardant product.

Please consult The State of Oregon Fire Marshall requirements below. DO NOT bare the ground for fire burning! If you must have a fire, please get approval from Nancy (special projects director). Propane camp stoves at your campsite are acceptable but have water or a fire extinguisher on hand. It's summer and dry! Be smart and careful!!!!!!!!!!

**IF YOU HAVE ANY SPECIFIC QUESTIONS, PLEASE CONTACT ME AND I WILL HELP YOU.**

**NANCY WHITE**

[canterburyfaire@gmail.com](mailto:canterburyfaire@gmail.com)

503-910-3553

## **GENERAL FIRE REGULATION AS PER THE STATE FIRE MARSHALL**

Please note new and more specific fire regulations are in effect, specifically with concern to fire retardant booth materials (see state fire rules attached) and fire extinguishers.

### **GENERAL FIRE AND LIFE SAFETY REGULATIONS 2006**

#### **Section I**

\* No display, vehicle, exhibit, or electrical appliances shall be installed or operated that will interfere in any way with the clear access to any exit, or the visibility of any exit, or any exit sign. Access to exits includes both inside and outside any building.

\* No display, vehicle, exhibit, or electrical appliances shall block access to any firefighting equipment, including fire extinguishers, fire hose cabinets, fire system controls, fire department connections, and fire hydrants.

\* Fire extinguishers must be immediately available from a standing position without reaching around or behind other items.

\* No exhibit, booth, or portion of an exhibit or booth, or any other obstruction shall extend into a designated walkway.

\* All exits from any booth, exhibit, building, or other designated area are to be maintained and must meet the approval of the State Fire Marshal.

\* All trash containers, except those outside buildings, shall be constructed of non-combustible materials or be treated with an approved fire retardant. Trash containers over 40 gallons shall be provided with an approved lid.

\* Trash containers shall be emptied as often as necessary, and at least once each working day.

\* All fabrics and paper materials used in decorations must be fire resist or treated with a fire Retardant solution prior to use. Documentation is required.

\* Approved fire retardants are those that are listed by a test lab such as Underwriter's Laboratories (UL).

\* It is highly recommended that any retardant application to non-commercial non-fire resistive materials be performed by professional and qualified personnel.

\* For those who will be applying their own retardants, the State Fire Marshal will require; "... copies of

the retardant materials listing and manufacturer's instructions. He will also require "the applicator person to attest to the fact that they have followed the instructions and are assuming responsibility for their actions and any results from those actions. This is similar to being bonded and responsible if a person's actions result in a failure that harms or damages other people or their property in case of fire."

\* Each booth or exhibit is required to have a 2A:10BC rated fire extinguisher that has had annual maintenance within the past 12 months. The annual maintenance tag must be attached to the fire extinguisher. The State Fire Marshal may require additional fire extinguishers depending on the activities associated with the booth. (Food booths see Section V below)

## Section II Smoking Policy

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\* There shall be "NO SMOKING" inside buildings, livestock areas, horse barns, tents, canopies or exhibit booths. Please smoke in designated areas.

## Section III Vehicle Parking / Fire Lanes

\* 1. There shall be no parking of motorized vehicles and recreational vehicles, including camp trailers, inside any building, including livestock barns, and any other designated "No Parking" area.

\* 2. Designated fire lanes outside buildings shall be maintained to a minimum of 20 feet in width and 13 feet 6 inches in height. There is to be no parking of any vehicles, trailers, or placement of tents, booths, or exhibits inside the designated fire lanes.

\* 3. There shall be no extension of vehicles, trailers, tents, booths, or exhibits into a designated fire lane without the approval of the State Fire Marshal.

## **Section IV Liquefied Petroleum Gas (LPG)**

\* The storage and use of liquefied petroleum gas (LPG) is prohibited inside all buildings, portable concessions, or tents. Exception: The use of approved LPG fueled cooking appliance inside approved food concession stands.

\* All LPG tanks shall be located on the exterior of buildings, booths, portable concessions, or tents. All LPG tanks shall be secured in an approved manner, rigidly supported by brackets, or secured upright with chains, or other approved method to prevent the tanks from tipping over.

\* All LPG tanks are to be upright DOT rated tanks. The use of ASME tanks is prohibited, except for permanent installations.

- \* Regulators are to be secured to the tank with vents turned downward and pointing away from buildings, booths, portable concessions, or tents.
- \* Fuel lines that penetrate a portable concession booth are to be protected from damage.
- \* LPG tanks that are exposed to vehicle traffic shall be suitably protected in a manner approved by the State Fire Marshal.
- \* LPG tanks shall be a minimum of 10 feet from combustible vegetation and trash containers.
- \* The filling of LPG tanks is to be completed prior to the public opening of the event.

#### Section V Additional Guidelines for Specific Use Events, Exhibits, etc.

##### **A. Food Concession Stands**

- \* Each food concessionaire where cooking is being conducted shall provide and have readily accessible a 40B:C rated fire extinguisher that has had its annual maintenance within the past 12 months.
- \* Additional fire extinguishers of the same type and rating may be required to ensure that no employee will have to travel more than 30 feet to obtain a fire extinguisher. All employees in the booth will be familiar with the use and location of fire extinguishers.

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- \* Portable food concession stands shall maintain a minimum of 10 feet clearance from other stands on two sides and shall not be located within 10 feet of amusement rides or devices.
- \* Any cooking device that creates grease-laden vapors shall be provided with an approved wet chemical hood extinguishing system, or be the type with a self-closing lid or other form of self-extinguishment.
- \* A portable fire extinguisher having a "K" rating is required in any food concession stand that uses deep fat fryers utilizing the high temperature combustible cooking oils.
- \* All hood-ventilating systems are required to be cleaned daily or more often if needed, to prevent the build-up of grease.
- \* All public seating shall be approved by the State Fire Marshal prior to occupancy.
- \* All food concession booths shall have at least one exit for employee use that is approved by the State Fire Marshal.

#### E. Booths, Tents, Canopies, and Temporary Membrane Structures

\* The sidewalls, awnings, drops, and tops of booths, temporary membrane structures, tents, and canopies shall be composed of flame resistant material or shall be treated with an approved flame retardant. The use of thin, non-treated polyethylene tarpaulins is prohibited during the hours the fairgrounds are open to the public.

\*All tents and canopies shall have a permanently affixed label indicating the following information:

A. Tent size and type of fabric or material

B. Trade name and type of flame retardant

C. Name of the person and firm who applied the flame retardant

D. Date fire retardant was applied

\* Each tent shall have at least one exit. Tents having an occupant load of more than 10 persons shall have a second exit; more than 199 persons shall have a third exit. Each exit shall be at least 72 inches in width. Occupant loads and exit locations shall be approved by the State Fire Marshal. Exit signs are required in tents requiring a second exit

\* All guy wires, guy ropes, and other support members shall not cross an exit way at a height of less than eight feet.

\* All cooking or heating appliances used in tents shall be a minimum of 10 feet from the exits or any combustible materials.

\* Tents, canopies and temporary membrane structures where open flames are present or cooking appliances are being used shall be separated from other tents, canopies, temporary membrane structures, buildings, property lines, parked vehicles, or internal combustion power sources by a minimum of 20 feet. For the purpose of determining required distances, support ropes and guy wires are considered part of the tent, canopy, or membrane structure.

\*Hay, straw, and similar combustible materials shall not be stored within 30 feet of a tent or canopy being used for cooking or public assembly.

\* All combustible vegetation shall be removed from within 30 feet of a tent or canopy.

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#### F. Booths, Displays, or Exhibits using an Open Flame

\* Unprotected open flames are not permitted in tents or booths.

G. Candles, Candelabras, And Other Such Decorative Devices

\* Class I and II liquids and LP gas shall not be used.

\* Liquid or solid fuel lighting devices containing more than 8 ounces must be self extinguish and shall be constructed to prevent the spillage of liquid fuel or wax.

\* The device or holder shall be designed so that it will return to the upright position after being tilted to an angle of 45 degrees from vertical, unless devices self extinguish.

\* The flame shall be enclosed except as follows:

A. Openings on the side shall not be more than 3/8-inch diameter.

B. Openings on the top and the distance to the top shall be such that a piece of tissue paper placed on the top will not ignite in 10 seconds.

\* Chimneys shall be securely attached to the open flame device and made of non-combustible material, unless devices self extinguish.

\* Fuel canisters shall be safety sealed for storage.

\* Shades, if used, shall be made of noncombustible materials, and securely attached to the open flame device holder or chimney.

\* Candelabras with flame lighted candles shall be securely fastened in place to prevent overturning and located away from occupants using the area and away from possible contact with drapes, curtains, or other combustibles.

For questions or clarification, contact:

**Ron Parvin**

**Silverton Fire District**

**503-873-5328**