

Medieval Fantasies Company Event Consultation & Site Survey



Prior to providing your Event a Consultation and Site Survey must be conducted at your desired location. This is to ensure the grounds are compatible, the necessary amenities and resources are available and that we meet your needs for the type of Event you desire. Below you will find some of the specific information which will need to be obtained during the Site Survey.

Type of Event: Renaissance, Medieval, Other _____

Whose Event is this, who will the Client be?

What is the purpose for the Event, Tourism, Entertainment, Education, Fund Raising, other?

The Client is responsible for all Permits required for the Event, is this an issue?

Will the facilities use be sponsored by the Property Owner, a Third Party or is MFC expected to rent the grounds?

Who is expected to provide Advertising and what types are desired?

What Services are desired and will there be a Performer Budget available and if so, how much?

Will there be a Gate Fee or will the Event offer Free Admission?

If there is a Gate Fee, what prices will be charged for what age groups and what discounts, if any, will be offered?

What Fees, if any, does the Client wish to collect, such as Gate, Concessions, Parking or other?

What Fee percentage will be retained by the Client?

What are the desired dates and times?

For a weekend Faire, full access to the grounds is required from 9am, the Wednesday prior to the Event until 5pm, the Monday after the Event. All mowing operations, grounds keeping and other activities will need to be accomplished prior to or after these parameters. This may vary according to the specific needs of the Event. Is this possible?

What is the physical address for the Event, are there images and maps available?

Dimensions of the grounds?

Parking areas for Patrons and Staff?

The availability of electricity and running water?

The presence of underground utilities less than 18" under the ground?

The presence of overhead wires and other obstructions less than 20' above the ground?

Presence of trees, shrubs, streams, buildings and other features?

Soil conditions of the grounds?

What facilities, residences and other features that are nearby the grounds?

What facilities are there for restrooms, bathing and trash removal? Full access to Restrooms are required for the entire time on site.

What facilities are there for Staff accommodations such as Camping, RVs and Hotels?

What arrangements need be made for Staff to enter and exit the grounds as needed?

What arrangements need be made for Period weapons being brought onto the grounds?

Should Equestrian Services be desired, what facilities are there for horse paddocks, grazing and water?

What venue schedules do we need to be aware of and plan for?

What access to the grounds is available for multiple vehicles including cargo trucks and trailers over 12' in length?

Will Patron or Staff pets be allowed upon the grounds?

Will Patrons be allowed to carry peacebound Period Weapons upon the grounds?

Do you wish alcohol to be served upon the grounds or allowed for Patrons to bring onto the grounds?

Will the venue be providing any Services such as Food and Beverage Concessions, EMS or Security standbys or other Services?

What resources are nearby for supplies, animal feed or other materials?

What resources are nearby for automotive needs, fuel, repairs, tires?

What resources are nearby for medical needs such as Hospitals, Out Patient Clinics, Pharmacies and Dentists?

What resources are nearby for Veterinary or Farrier needs?

MFC operates rain or shine with the exception of extreme weather which would be unsafe for Staff or Patrons to include but not limited to Temperatures below 32 degrees or above 105 degrees Fahrenheit, Lightening within 1 mile, Hurricanes, Tornados, Snow or Ice which make roadways unsafe or Damaging Winds. MFC cannot relocate from outdoors to indoors once set up. MFC is not responsible for adverse inclement weather which may cancel an Event. No refunds are offered for such cancellations. No rain dates are offered.

Once a Consultation and Site Survey is completed, a Proposal will be submitted for your consideration. A Proposal typically is valid for thirty (30) days, some exceptions may apply. Once a Proposal has expired there is a \$100.00 Fee to prepare another Proposal due the availability of the desired Services, Performers, etc. Dates requested are held during the time the Proposal is valid, otherwise requested dates cannot be reserved without a Contract. All Fees and Terms will be agreed upon prior to a Contract and may not be altered without the written approval of all Parties. There is no obligation to accept our Services at any time until a Contract is agreed upon and signed by all Parties.

We are at your service,
Chris & Mia Pugh
Medieval Fantasies Company
PO Box 13
Churchville, VA 24421
540-294-1846
www.medievalfantasiesco.com
sirblackwolf@medievalfantasiesco.com
ladydawn@medievalfantasiesco.com
Where your Fantasies become Reality