

Dear Reenactor:

5 April, 2011

Preparations for the 25th Annual Siege of Fort Erie are well underway and this is our first event with our new Visitor Centre. The event will take place August 6th and 7th. Please find enclosed, the event registration form and participation guidelines. Please forward your unit registration by June 30. Units can also register on-line at www.oldforterie.com Only one registration per unit is necessary.

All individual participants must fill out a General Release From Liability Form upon arrival. Check-in and registration available at the Fort Visitor Centre Friday 1pm -10pm & Saturday 9am -12noon.

For our American friends, we would advise you to cross into Canada at: The Peace Bridge, Buffalo / Fort Erie. We will contact Canada Customs in Fort Erie and this letter of invitation should assist your crossing. If travelling from the U.S. be advised that you will need a passport to get back home, please contact your local representative for information. There is no fee for flintlock firearms crossing the border but they must be declared.

The age for handling black powder is 16. All firearms, artillery pieces and implements will be inspected by site staff before they can be used for demonstrations. Copies of the site's Participant Guidelines and Field Safety Rules are attached, will be available at the event and on-line. Please ensure all unit members are aware of these safety rules.

We will be supplying breakfast on both days, straw, firewood, and black powder for artillery only. Participants will receive a 20% discount on items in the Gift Shop and Snack Bar. Please identify yourself at the time of purchase if you or your family are not in period dress. Bottled water and musket ammo will be provided Saturday Evening for participants assisting with the candle lit tours.

ARTILLERY UNITS - Due to our shrinking battlefield, based on earlier verbal and written advisories, we will be limiting the number of guns on the field. Any cannon barrel under 3' or 90 cm in length and with a carriage with less than 2' or 60cm of clearance, unless designated a mortar or howitzer, cannot be guaranteed a spot in the artillery lines. If you have any questions or concerns, PLEASE contact Heather Gorman before packing up with all your kit.

-----Sunday Prizes----- for the individual travelling the furthest, the most impressive hit on the battlefield and a Sally Port Prize drawn from the Individual Release Forms.

Looking forward to seeing you this campaign season.

Heather Gorman
Manager: Old Fort Erie
Phone: 905-871-0540
E-mail hgorman@niagaraparks.com

Jim Hill
Superintendent of Heritage
E -mail jhill@niagaraparks.com

OLD FORT ERIE - UNIT REGISTRATION

UNIT / SUTLERY NAME: _____

Name of Unit Commander/ Safety Officer: _____

Mailing Address of Unit Commander/Safety Officer:

Phone # _____ E-mail _____

NUMBER OF PARTICIPANTS:

Officers: _____ Other Ranks: _____ Musicians: _____

Women: _____ Children: _____

ARTILLERY / # AND TYPES: _____

CAVALRY / #OF HORSES: _____

CAMPING: Period: _____ Modern: _____

Please indicate the Number, Size and Type of Tents, Size of fly. Please be aware spacing is limited and if your fly is too large or your unit has too many, you will be asked not to put them up.

ARRIVAL: Date and Time _____ DEPARTURE: Date and Time _____

Do you require any special arrangements?: _____

What can your group demonstrate?: _____

Can your group assist with the Saturday Evening Lantern Tour?: _____

Insurance Company and Policy Number: _____

Will you be attending our other events this season? _____

IMPORTANT NOTE - UPON ARRIVAL - EVERY ADULT UNIT MEMBER MUST SIGN AN INDIVIDUAL RELEASE FROM LIABILITY FORM AND SUTLERS PAY FEES.

Please Return Completed Form to: THE NIAGARA PARKS COMMISSION
SIEGE OF FORT ERIE
PO BOX 150
NIAGARA FALLS, ONTARIO, L2E 6T2

OR Register Your Unit on-line at www.oldforterie.com

Questions? Please contact Heather Gorman at: (905)871-0540 or hgorman@niagaraparks.com

MERCHANTS, PEDLARS, SUTLERS, CRAFTSPEOPLE, MUSICIANS

Merchants, Pedlars, Sutlers, Craftspeople and Musicians are invited to demonstrate and sell their wares at the 25th Annual Siege of Fort Erie.

The Historic Merchants are required to work in period clothing, in proper period tentage and sell only related items i.e. 1800 - 1815. A separate area will be set aside at the site.

Historic Merchants are required to pay a fee of \$40.00 which is payable at the time of your arrival in the Gift Shop. If you are a craftsperson whose activity is demonstrating only, the fee is waived. However, if you do not meet the period presentation standards, as determined by site personnel, you will be considered a VENDOR and a fee of \$300.00 will be applied. If there are any questions regarding this matter please feel free to contact me.

****PLEASE NOTE**** As you are well aware Sutler/Merchant Row has reached capacity. We will assign spaces for your tentage and displays. When registering please indicate the EXACT space required including tent ropes, displays, firepits etc...

FIRST COME FIRST SERVE IS NO LONGER APPLICABLE AND YOU MUST BE REGISTERED WITH THE SITE TO GET A SPACE.

We will try to accommodate everyone as best we can and thank you for your patience and understanding.

Please return your registration:

Niagara Parks Commission, The Siege of Fort Erie
7400 Portage Rd. Niagara Falls, Ontario, L2E 6T2

Or Register on-line at www.oldforterie.com

Questions or inquiries please call Jim Hill at (905) 356-2241 ex 210

jhill@niagaraparks.com

OR Heather Gorman at (905) 871-0540

hgorman@niagaraparks.com

****Please be aware the Sutler Fee increased in 2010****

PARTICIPATION GUIDELINES

1. Everyone must check in at Registration upon arrival. Camp locations are pre-determined and must be followed to allow room for everyone. **EVERY ADULT MUST SIGN AN INDIVIDUAL RELEASE FROM LIABILITY FORM.**
2. Old Fort Erie's hours of operation are 10:00 a.m. to 6:00 p.m. and we ask participants to have their area open to the public during these times. No anachronisms are allowed in front of the public and we ask that you explain to the visitors your uniforms and equipment. Many visitors indicate this is the highlight of their visit to the event.
3. Equipment, black powder and firearms are the responsibility of each unit and must not be left unsecured or unguarded. Firing is only allowed in designated range areas. Time in the powder lab can be arranged for artillery or musket ammunition preparation.
4. Every Unit Commander Briefing must be attended by a unit representative. Every unit member must read the Site Safety Rules for the handling of firearms and black powder.
5. This is a family event and please, no consumption of alcohol is allowed during open hours. Late night noise or disorderly conduct will not be tolerated and those involved may be asked to leave.
6. Firepits will be designated by site staff, please ask where you can place your unit's firepit. Simply turn the sod, please don't dig, fires must be limited to a size for cooking and must not be left unattended. Each fire must have water buckets. Please turn the sod back before leaving the event.
7. First Aid Kits, Firefighting Equipment and Emergency Phones are located in the Fort and Welcome Centre. Please inform site staff of any requirements.
8. Vehicles are allowed into the period camp for unloading and loading. Please keep streets in the camp clear for maintenance and emergency vehicles. Please park in the main lot at the Welcome Centre. The Lakeshore lot is for modern camping. **FOR EMERGENCY ACCESS - NO PARKING IS ALLOWED ALONG LAKESHORE ROAD.**
9. Selling items from anywhere other than Merchants/Sutler's Row and without paying the Sutler Fee is prohibited.
10. Site staff will be on duty throughout the event. After hours a designated staff member will be available at the Visitor Centre.

In order to make this a safe, enjoyable experience for all, we ask your cooperation with:

- a) Pets must be kept on a leash at all times. Please be a responsible pet owner and clean up after your animal.
- b) Children must be under the direct supervision of a parent or responsible adult at all times. Children under 16 without adult accompaniment are not allowed in the fort.
- c) Registered participants welcome into the fort free of cost if in period costume. Shoes must be worn in the fort at all times.
- d) Straw and Firewood provided by site is for **EVERYONE**. Be considerate of fellow participants and take firewood only as needed.

OLD FORT ERIE - FIELD SAFETY RULES

All participants, including non-combatants, should read these field safety rules. Attendance by a Unit Representative at all safety briefings and walk-throughs is compulsory. Any unit that is not represented will be asked to stay in camp.

BLACK POWDER

1. Black powder must be kept a minimum distance of **eight (8) metres/yards** from open fires. When not in use powder must be secured and out of the reach of children or visiting public.
2. Any theft of black powder should be reported to site staff whether actual, suspected or attempted.
3. Preparation of ammunition should be done **before arrival**. Unit members will remove wool coats and period footwear when preparing charges in the fort powder lab.
4. Participants under 16 years of age will not handle black powder.
5. If disposal of black powder is necessary, it is to be done by designated site staff.

FIREARMS

1. Only proofed reproduction firearms can be used.
2. All ammunition and firearms will be subject to examination by designated site staff.
3. All firearms should be in proper working order and have a functioning half-cock mechanism.
4. No firearm, loaded or unloaded, shall be pointed towards another person.
5. No member of the public (including press) shall handle a firearm, loaded or unloaded.
6. All firearms must be secure at all times, either held in hand or locked away.
7. Any necessary licenses or permits should be readily available.

EDGED WEAPONS

1. All edged weapons including bayonets, knives, swords, tomahawks, etc., must be sheathed on the field with the exception of approved weapons during demonstrations with no opposing sides.
2. No edged weapons may be thrown at any time with the exception of approved weapons during demonstrations with no opposing sides.

TACTICAL DEMONSTRATIONS / SIMULATED BATTLES

The safety of the viewing public and reenactors is paramount and will be the determining factor in the location and extent of demonstrations.

Any person found violating stated rules and regulations will result in his/her immediate expulsion from the site during the remainder of the program.

Any unit that does not abide by the rules or cannot control their unit members will be removed from the program and will not be invited to future reenactments at the site.

FOR PUBLIC SAFETY, CAUTION TAPE AND BARRIERS ESTABLISH VIEWING LINES.

NO Firing, in any direction, within **six (6) metres/yards** of viewing lines.

NO Firearm or Artillery piece is to be discharged towards or over viewers.

NO Participant will cross viewing lines during demonstrations.

ALL Unit commanders must clear and safety check their unit's firearms before leaving a demonstration area. All units must check their area for cartridges and percussion caps.

STOP will halt marching, loading and firing until cleared by Safety Staff to continue.

FIRST AID - Trained Site Staff are on and around the field with water and first aid kits. Safety Access Routes will be indicated. If you are a medical or emergency professional it would be helpful if you identified yourself at registration or officer call.

INFANTRY

1. During any opposed side demonstration, firearms will **not** be deliberately aimed at 'enemy forces', regardless of distance/range to the opposing line.
2. Ramrods are not to be used at any time **during** a tactical demonstration. At the beginning and end of a demonstration they will be used to ensure the firearm is unloaded.
3. Muskets must use black powder in **pre-measured paper cartridges**. Loading from a powder horn is not permitted. Revolver chambers should be pre-loaded and reloading will be done with paper cartridges.
4. No projectile, including wadding, may be fired from a musket at any time.
5. Firing will cease within **twenty five (25) metres/yards** of two units and no closing with edged weapons is allowed. Any closing must be pre-determined with Safety Officers and Opposing Force Commanders.
6. Firearms will be unloaded - **fired or the powder dumped** - before crossing obstacles.
7. No demonstration of rapid fire or speed loading will be permitted.
8. **Frizzen covers** (hammer stalls) to prevent accidental discharge are strongly recommended. **Flashguards** fitted to priming pans are strongly recommended. **Earplugs** are strongly recommended.
9. All mounted units must keep their horses under control at all times.
10. On the word of command **STOP** all participants will stop marching and stop firing until cleared by Site Safety Staff to continue.
11. Infantry will stay a minimum distance of **fifty (50) metres/yards** from firing artillery. Infantry will **not** advance on a gun position with a misfired artillery piece.

ARTILLERY

1. Firing and loading intervals will be confirmed by Site Safety Officer.
2. All artillery blank charges will be made of aluminum foil, rolled and formed with a distinct bottom and top, filled with black powder and no wadding.
3. Each artillery piece, its implements and the gun detachment 's drills will be inspected by the Site Safety Officer.
4. Detachments will double worm and double sponge for all blank firings.
5. Loaded artillery pieces will not be moved.
6. Any misfire will be cleared in place. After a minimum of 5 minutes, the detachment will be given the opportunity to prime and attempt firing a second time.
7. Artillery pieces will be spaced a minimum of **five (5) metres/yards**.
8. Artillery will not be fired if there are any re-enactors within **fifty (50) metres/yards**, inside a **left and right arc of thirty (30) degrees** (550 mils), from the piece.
9. Artillery will be placed a minimum of **twelve (11) metres/yards** in front of or to the side of the viewing public. No person will be within the arcs and minimum safe range of a piece.
10. Earplugs and gloves are strongly recommended.

Recommendations For Gunners - Spare firing implements and equipment. Charge form fit to the breech of your piece. Flashlights for night firing. Appropriate clothing and footwear for work in powder lab (i.e. small clothes and rubber soled shoes). Gun drill will be assessed for safety and not precision appearance.