

INYO COUNCIL FOR THE ARTS
137 S. Main Street, Bishop, CA 93514
760.873.8014; Fax: 760.873.5518; email: millpond@inyo.org

Dear Food Vendor:

Thank you for your interest in participating in the Millpond Music Festival. This is an outdoor festival held annually at the Millpond Recreation area, approximately 5 miles north of Bishop, CA, just off Highway 395. The 2017 festival will be held September 15th through 17th.

Applications are due by August 4th and decisions will be made by August 11th 2017.

Participants must supply their own display. Booth fees will be based on a commission rate of 15% of gross sales, to be paid by check (payable to ICA) or cash. We will provide you with an envelope for the fees, which must be given to an ICA staff person (to be specified) at the end of the festival. We do not require cash register receipts, our fees are collected on the "honor system." We trust our vendors to be honest and to pay the agreed upon fees. As you know, ICA is a non-profit community-based organization that works to bring quality arts programs to our community, including our schools. Fees paid by vendors help us to fulfill our mission – thank you!

Food vendors must provide a certificate of liability insurance with their application at least one week prior to the Festival and comply with all requirements of the Inyo County Environmental Health Department. The county inspector will visit your booth prior and during the show. You must enclose a \$25 check to cover inspection fee with your application (make check payable to ICA).

We are requesting that you provide us with 15 comped menu items. While we do provide backstage hospitality, we do not serve for as many hours as the vendors, and sometimes our food isn't ready before or after our artists perform on stage. We will prepare the 15 tickets and provide them to the artists.

All booths are required to be set up by 5 p.m. on Friday, September 15th. Each participant is responsible for the safety, protection and insurance of their own equipment. We do not guarantee protection against theft.

You may bring vehicles to the food vendor area only during the following specified times, NO EXCEPTIONS:

- Between 12:00 noon and 4:00 p.m. on Friday, September 15th
- After 11:00 p.m. on Friday, September 15th
- Between 7:00 and 11:00 a.m. on Saturday, September 16th
- After 11:00 p.m. on Saturday, September 16th
- Between 7:00 and 11:00 a.m. on Sunday, September 17th

Please remember that **no dogs** are allowed in Millpond County Park.

We look forward to hearing from you. If you have any questions call us at 760-873-8014.

ICA Staff

2017 MILLPOND MUSIC FESTIVAL FOOD VENDOR APPLICATION AND AGREEMENT

To expedite your acceptance as a vendor at the Millpond Music Festival, please read, fill out, and return this agreement as soon as possible. Please attach a certificate of insurance and \$25 check (payable to ICA) to your application.

Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Vehicle License Plate #: _____ Color, Make & Model: _____

Type of food proposed (specific menu items): _____

Brief description of your set-up including booth size. New applicants must include photo of booth set-up:

Will you need electricity? If so, how much? (There is very limited availability): _____

Admission passes are required for every person that enters Millpond County Park during the event. No one will be admitted without a ticket. Each food vendor will receive two (2) weekend passes and you may request up to four (4) additional passes per day for your employees/volunteers. If you need more passes, please contact ICA office no later than August 20th to discuss discounted admission passes for additional employees/volunteers.

Please indicate # & type of passes requested:

I agree to comply with all requirements in accordance with the Inyo County Environmental Health Department. I understand that if I do not meet these requirements, I will be asked to close down. (An inspector will come by to check your set-up).

I agree to pay the commission of 15% of gross sales charged by the Inyo Council for the Arts, to be paid by cash or check payable to ICA, no later than Sunday, September 17, 2017. If you have any questions call 760-873-8014.

I have enclosed my certificate of insurance and health inspection fee

I have read and agree with the letter and application.

Signature of applicant

Date