

**INYO COUNCIL FOR THE ARTS**  
**150 Willow Street, Bishop, CA 93514**  
**(760) 873-8014; Fax: (760) 873-5518; email: info@inyo.org**

Dear Food Vendor,

We would like to invite you to participate in the 2023 Millpond Music Festival. This is an outdoor festival held annually at the Millpond Recreation area, approximately five miles north of Bishop, CA, just off Highway 395. The 2023 festival will be September 15<sup>th</sup> through 17<sup>th</sup>.

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; we trust our vendors to be honest and to pay the agreed upon fees. 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!

Applications are **due by August 1<sup>st</sup>** and decisions will be made by August 4<sup>th</sup>.

Food vendors must provide a certificate of liability insurance to ICA with their application. Please note, **food vendors must fill out a *separate* application directly with the Inyo County Environmental Health Office for a temporary food license. This application must be submitted to the Environmental Health Office at least thirty (30) days prior to the festival.** The application and guidelines can be found on our new website. Please comply with all requirements of the Inyo County Environmental Health Department. The county inspector will visit your booth before and during the show.

We would greatly appreciate if you could provide us with 15 comped menu items. While we provide backstage hospitality, we do not serve for as many hours as the food vendors, and sometimes our food is not ready before/after our artists perform on stage. We will prepare and provide the 15 tickets.

All booths are required to be set up by 5 p.m. on Friday, September 15<sup>th</sup>. Other than that, we don't have set operating times for vendors for this event – we suggest playing it by ear each day. Each participant is responsible for the safety, protection and insurance of their own equipment. We do not guarantee protection against theft.

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*

**2023 MILLPOND MUSIC FESTIVAL FOOD VENDOR APPLICATION AND AGREEMENT**

To expedite your acceptance as a vendor at the Millpond Music Festival, please fill out and return this agreement as soon as possible.

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 before August 19<sup>th</sup> 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.**

**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<sup>th</sup>, 2023.**

**I have read and agree with the letter and application.**

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date