



2019 Vendor Information

Festival Overview

Bellwether Music Festival is a two-day, four-stage alternative music festival with camping. To be successful, we need high quality food and merchandise vendors. Hopefully, that's YOU!

We're sure you have a lot of questions, so please take a few minutes to read this document before sending questions or registering for consideration online.

Festival Location, Dates and Times

Renaissance Park

10542 OH-73, Waynesville, OH 45068

- Thursday, August 8 – Campers start loading in at noon.
- Friday, August 9 – Gates open at 1pm. Music starts at 2pm and ends at 11pm.
- Saturday, August 10 – Gates open at 1pm. Music starts at 2pm and ends at 11pm.
- Sunday, August 11 – All campers must leave by 11am.

Festival Attendance

We anticipate 2,000 campers that will require food service starting Thursday, August 8 through breakfast on Sunday, August 11. We anticipate 5,000 – 7,000 festival attendees each day.

Selection Process

- Friday, March 1 – Online submissions close.
- Monday, March 4 – Vendor notification begins.
 - All vendors will be notified of their status by Friday, March 15.

Your submission does NOT guarantee an invitation. After you receive your invitation, you have three (3) days to accept your invitation. If you do not respond, you will forfeit your invitation.

Paperwork

Once you've accepted your invitation, you must complete your paperwork as well as pay your e-invoice in five (5) days:

- Signed contract.
- Payment in full.
- Extra requests (e.g., power, water, etc.) and payment for these requests.
- Certificate of Insurance

You will also have to provide a certificate of insurance by July 26.

Certificate of Insurance

Each vendor will be required to carry Commercial Liability Insurance provided by a Primary Commercial Liability or in combination with a Commercial Umbrella Liability policy in the minimum amount of \$2,000,000 (\$1,000,000 for non-food) for Bodily Injury or Property Damage Liability Combined. The following must be named additionally insureds (excluding Workers' Compensation): Bellwether Music Festival LLC, Brimstone & Fire LLC, and ESK Presents LLC. All insurance policies must include a "Waiver of Subrogation" endorsement in favor of all additional insured listed above. A copy of this policy must be submitted by July 26.

Vendor Options & Fees

Non-Food

Size + Number of Workers	Campers' Village	Festival
10'x10' space + up to 2 worker badges	\$500	\$500
10'x20' space + up to 4 worker badges	\$750	\$750
20'x20' Space + up to 4 worker badges	\$1,000	\$1,000

Want to vend in BOTH locations? Get 50% off a second location of lesser or equal value!

Food

Size + Number of Workers	Campers' Village	Festival
10'x10' Space/Cart + up to 2 worker badges	\$1,000	\$1,000
Food Truck + up to 6 worker badges	\$1,500	\$1,500
10'x20' Space + up to 8 worker badges	\$1,500	\$1,500
20'x20' Space + up to 6 worker badges	\$2,000	\$2,000

Want to vend in BOTH locations? Get 50% off a second location of lesser or equal value!

Fees Include

- Festival booth (no side walls), counter/table, two (2) chairs, lighting, one (1) 110V 20-amp circuit and garbage receptacle. You can upgrade to a tent and/or your electric for an additional charge.
- One (1) parking space. This can be used for transporting staff or storage of goods. There is a load-in area that can be used to bring in product throughout the day.
- One (1) basic camping space.

Additional Worker Badges: \$50.00/day

Booth Support

The festival will sell propane at the beginning of each day and soda, water, and ice throughout the day. Please let us know in advance if you need any of these services.

Load-in and Load-out

- Wednesday, August 1 – Assigned booth and load-in time.
- Wednesday, August 7 – Load-in (per assigned time) for vendors serving camping area.
- Thursday, August 8 – Load-in (per assigned time) for vendors serving festival grounds.
- Saturday, August 10 – Load-out for vendors serving festival grounds.
- Sunday, August 11 – Load-out for vendors serving camping area.

Important! Mobile trucks cannot leave event ground until load-out on Saturday evening.

Product Guidelines

- Vendors can only sell what has been approved by the festival. The other side of this is vendors cannot give away any item. Food vendors can't give away merch (t-shirts, hats, etc.) and merch vendors can't give away food and water. If there is an item that we cannot permit, we will notify you before you sign the contract and pay your fees.
- Vendors may sell bottled beverages purchased from the festival (e.g., water, soda, etc.) excluding alcohol. The price point will be the same as festival-run locations. If approved to sell non-alcoholic, fresh coffee, tea, juices, smoothies, etc., beverages must be served in a cup.
- Vendors may not sell any item with the Bellwether logo. Additionally, vendors may not sell any item with the name or image of any act performing at the festival. Drug paraphernalia, weapons or studded jewelry of any kind is also prohibited.

Food Vendor Guidelines

- Vendors will be allowed to offer 3-5 individually priced and unique items. Food items should allow for quick preparation to accommodate the large crowds. Bellwether's goal is great food and fast service at a reasonable price.
- Rolled roofing must be placed under all food booths. In addition, plywood and roll roofing must be placed under all grills, cooking equipment and grease/gray water containers.
- Vendors are responsible for transporting grease, coals, and grey water to the pre-determined disposal site.
- Cleaning of cooking equipment is to be done off site.
- Cooking vendors must provide their own fire extinguisher approved by the Fire Department.

Eco-Friendly

We ask our vendors to be as eco-friendly as possible. Some of the ways to do this:

- Plastic bags to a minimum and **Styrofoam is prohibited.**
- Serving containers and paper napkins must be compostable.
- Cups must be #1 recyclable or compostable.
- Focus on finger foods so cutlery is not needed. If you do use cutlery, make it eco-friendly.
- Avoid condiments in packets and use squeezable bottles or 'pumps'.
- Vendors must use non-toxic cleansers.
- We strongly encourage sourcing all supplies and food **LOCALLY.**
- Finally, please break down cardboard boxes and leave behind your booth so we can recycle.

Rules & Regulations

- Bellwether is a rain or shine event and fees are not refundable.
- You must secure a proper health permit from the Warren County Health Department. Begin this process no later than 30-day before the festival. If you fail to do so and are not allowed to vend, you will not receive a refund.
- You must secure a permit from the Massie Township Fire Department if cooking at the event site. Begin this process no later than 30-days before the festival. If you fail to do so and you not allowed to vend, you will not receive a refund.
- Booth space may not be subleased or combined with a business other than the company doing-business-as (DBA) named on the application and contract. This includes other operating business owned under the same corporation operating under a different DBA.
- No soliciting of festival patrons by use of bull horns, oral solicitation, customer incentives or perceived added value in exchange for business. This behavior is grounds for immediate dismissal and you will not receive a refund.
- No motorized vehicles are permitted during event hours. We recommend using dollies, carts, etc. If pre-arranged, vendors may be able to leverage festival golf carts.
- Overnight security is provided, but Bellwether is not liable for theft or damage to equipment and/or inventory when vendor booths are not attended by vendor staff.
- Staff credentials are non-transferable and are to be used by working staff only.
- Distribution of stickers is prohibited.