



**30th Old Settler's Music Festival
at Salt Lick Pavilion & Camp Ben McCulloch
April 20-23, 2017**

Vendor Policies & Guidelines

Booth Selection:

OSMF is a juried festival. We pick booths based on, but not limited to, the following criteria:

- Our desire to offer a diverse, quality assortment of merchandise
- Hand-made or hand designed product
- Unique, creative and quality merchandise
- Previous history with us
- Vendor community &/or county residency

We wish to offer a high quality, variety of food and crafts. While our emphasis is on quality, hand-made &/or local items, though we are NOT a 'hand-crafters only' or 'local only' event.

General Booth Information:

- Booths are laid out on grass.
- Vendors must provide their own booth shelter. Shelter must be sturdy and in good condition.
- Booth spaces are limited to single story structures.

Art-10' wide x 10' deep / Food-10' wide X 15' deep.

Your storefront open to the crowd is 10' wide, for a single booth. Displays must be contained within your space. Vendors with trailers must include tongue & access egress, when listing dimensions of operation. Most spaces have NO egress on the sides, so please take this into consideration, when planning your set-up. Side access needs should be noted in the special requirements area of the application.

- Booths **MUST** be anchored to the ground by weights or stakes (recommended). In the event of high winds or inclement weather, booth owners are responsible & liable for the security & safety of their structures, as well as anything contained within.
- All equipment, supplies and overstock must be stowed and hidden within the space provided. No unsightly materials or equipment should be visible to the crowd. This is your store front, so it should appear to be inviting & appealing, to our patrons.
- Hours of operation extend beyond dark. Vendors are responsible for furnishing and lighting their own booth.

Product Restrictions:

- Booth acceptance is based on the understanding that you will sell only those items listed in your application. You may not sell any additional items without our express written consent. Additionally, those items we specify you may not sell, must be omitted from your product line. In this case, we will contact you before depositing your booth fee.
- Vendors may not sell any item with the Old Settler's Music Festival (OSMF) logo/s without the express written consent of OSMF. Additionally, you may not sell any item with the name or image of any act playing the festival, without express written consent of said artist.
- You may not sell... drug paraphernalia, tobacco of any kind, or laser pointers/flashing items. Art vendors may not sell food or drink. Food vendors may only sell food.
- **Food vendors may *NOT* sell alcoholic beverages, lemonade/lime-aid^, smoothies^, or bottled water^.** These items are sold exclusively by the festival.

^does not apply to campground vendors

******2016 update-tea and soda are no longer on our list of exclusions******

Food Trailers/Trucks:

Due to the increasing popularity of food truck & trailer options, we are hoping to incorporate a couple into our line-up.

We are seeking quality/unique/diverse food options, preferably with vegan/vegetarian/gluten-free options.

Pricing discounts for additional spatial needs will be offered to a very limited number of food truck/trailer vendors, to enable affordable participation.

No carnival/fair trailers, please – Presentations should complement our hill country setting, & not resemble something from the fairway.

Art/Craft tier pricing - **Due to the limited number of art/craft spaces available on the main stage field, we are offering 2 pricing tiers for art/craft spaces. Not everyone who applies to vend will be placed on the main field, where the main stage is located. If this is your preference, please include an additional \$50 check. If we are unable to accommodate your request, your check/s will be not be deposited.*

Booth Placement:

Booth spaces are pre-determined, & not subject to change. If you have specific requirements in order to operate, please list such in the special requirements portion of the application. *Please do not contact us personally, to request a specific* space. All spaces are great spots! If you are familiar with the venue & have a preference, please note such in the special requirements area of the application, & your request will be taken into consideration. Vendors are placed at the sole discretion of OSMF staff, & placement during load-in is final.*

Your booth/display must have:

- An attractive, professional, maintained appearance.
- Quality merchandise.
- Courteous, friendly, music loving personnel.
- Displays secured against wind/weather.

Signage:

- Vendors are required to provide a sign for the front of their booth, displaying company name.
- Signs must be single story only, maximum of 2 banners. We are looking for vendor's booth set-ups to compliment the natural hill country setting. Menus should be clear/concise (we recommend keeping it simple, with prices clearly listed), & visible from approx. 10' away.

Passes:

Every accepted vendor will receive the following, for each booth space purchased:

Art: 2 weekend/working passes & 1 parking pass* (*festival parking only/no campground)

Snack/Entrée: 4 weekend/working passes & 2 parking passes*

- Passes will be supplied during load in, once vendors have checked in. We cannot be responsible for getting your passes to your staff. You must make these arrangements. No passes will be held at will-call, or by vendor relations staff.
- If you have extra employees, you will have to purchase additional employee wristbands. Additional wristbands will be available for purchase from your vendor coordinator during/after check-in.

Water:

- A source of water is provided to food vendors. You must bring your own hoses and splitters. Well water spigot is approx. 200' from food vendor area.

Electrical/Lighting:

- All booths will be supplied with power *nearby. *Please bring an outdoor rated, 100ft extension cord & power strip/s, cords, etc.. You will be allotted one outlet/plug (craft 1-110v, food 1-220v), & are responsible for dividing it from there. Any additional power needs must be specifically set forth in the application.

- Vendors will need to furnish own lighting and accessories. All electrical equipment requiring electricity-power strips, multi-outlet taps, extensions cords, etc., must be grounded and suitable for outdoor use.
- No generators or propane lamps allowed.
- No flashing/blinking/chasing lights of any kind. **No xmas light strands will be permitted, with the exception of constant-on LED (ie. no blinking/flashing), located indiscreetly INSIDE booth.** Since there are less electrical issues involved, we have made the LED exception. However, we've found flashing displays to be too distracting/obnoxious, & ask that you refrain from lighting yourself up like the 4th of July. You're encouraged to use clamp lights/etc., to light up your sign/booth exterior, yet no lights may be pointing into the crowd.
- No external video displays in main stage area.

Miscellaneous:

- Any music from your booth must be off when artists are performing on stage. Vendors selling instruments are responsible for making sure they maintain a respectable level, & do not interfere with the music on stage, or their neighbor's ability to do business. Booth neighbors/customers should be able to hear the acts on stage, above anything being emitted from your booth. No drum circles please!

Booth Hours:

Vendor booths must be open and staffed between the hours of:

Friday April 21, 2017 – *3:00 pm until conclusion of last act on main stage (approx. midnight).

Saturday April 22, 2017 – *9:30 am until show ends.

*Gate opening hours are typically an hour before the music starts, yet are subject to change.

- ALL vendors must be open, staffed, and ready for business when the *gates open, and remain so, until the festival concludes. Vendors placed in main stage area are not allowed to close early!
- Vendors are permitted on the festival grounds as early as 9am/Fri & 8am/Sat, to set up during the days of the festival. Only food vendors will be permitted to drive in, for perishables drop off, 9am-noon/Fri & 8-9am/Sat. NO GRASS ACCESS at this time. Drop off will be from road, behind booths, ONLY.

Loading In/Out of the festival grounds:

- Vehicles are allowed on the grass to load in or out, in DRY conditions, yet only with the utmost care and respect. It only takes one person tearing up the turf to lose this privilege. The Salt Lick is very sensitive about their nice grass. You must drive slow, and stay off the center of the main concert area, where there is a septic field.
- In the event of foul weather/precipitation, alternative load in/out directions will be supplied by staff.

Load in-4/20: All vendors must load in on Thursday 4/20. **You will be contacted via email, with a specific load in time & request for confirmation.** Please arrive 15 min. before this time. If you are late, you will be moved to the end of the line.

- **Food: Thursday (April 20) 9-10:30am** (camp permitted 4/19 w/day fee)
- **Craft: Thursday (April 20) 11-4:00pm**

- **DO NOT SHOW UP EARLY FOR LOAD IN, EXPECTING TO IMMEDIATELY PULL IN.** If we can accommodate getting you in before your scheduled time, we will. Scheduled arrivals take priority, unless they are late.
- No late set-ups/early breakdowns allowed, unless coordinated before the event. You must arrive, unload and set up in the allotted time. All spots are pre-determined before load-in. If your operation requires an earlier break-down, please list your request & reason in the special requirements section of the application, so you can be placed accordingly.
- Once loaded in, you will not be able to bring your vehicle back in, until load-out, after Saturday's show. Plan on bringing in everything you need, during morning load-ins. Bring a hand truck and/or cart if you need to load anything in and out daily. It is a long walk from the staff lot.

Ice:

- Bags of ice will be available for purchase, from the bar on site, during festival hours. If your operation requires ice before the bar opens, please plan accordingly.

Taxes:

- Vendors are responsible for collecting & paying their own local state sales tax, on all items old at the festival. Current tax rate is 6.75% for Hays County. **A copy of your tax permit must be displayed during operations, on site.**

Where to apply for a 'State of Texas Sales and Use Tax Permit':

State of Texas Comptroller's Office

Phone: 1-800-252-5555 512-463-3961

Field Office downtown Austin: 111 West Sixth Street, Austin, Tx. 78701-2913

<http://www.window.state.tx.us/>

There is no fee for either permit. The application is online at

<http://www.window.state.tx.us/taxinfo/taxforms/01-forms.html>

Kids:

- Kids 12 & under admitted free, if accompanied by a ticket-holding adult.

Camping/Hotels:

*****2016 UPDATE – PLEASE TAKE NOTE: CAMPING FEES ARE NO LONGER INCLUDED WITH VENDOR BOOTH FEE*****

Please do not contact your vendor coordinator regarding accommodations &/or camping. The OSMF volunteer campground staff handles everything pertaining to Camp Ben McCulloch for the weekend. Your volunteer vendor coordinator will be unable to assist with that portion of the event.

- No camping is permitted on the Salt Lick side of the festival site. You may camp across the street at Camp Ben McCulloch for a fee. Vendors wishing to secure these spaces are responsible for doing so themselves.

- Vendor camping passes (primitive spaces only) will be sold at vendor check-in 4/16 9am-4pm. You do not have to wait until your load-in, to purchase camping.

**No special vendor provisions, such as RV or power reservations are provided. Vendors wishing to purchase limited RV &/or electrical access, should do so in advance. RV access (exceeding 18' in length &/or containing more than one axle) passes include electricity, and one car camping permit. RV & electric permits can be purchased online @ www.OldSettlersMusicFest.org (highly recommended-they sell out quickly), or on-site with the camping box office.

2016 Camping fees (subject to change): Primitive camping \$150* (per person) / Camping car pass \$60 / RV permit \$125 (includes one car pass) / Electric permits \$30. *wknd band upgrade

Vendor camping purchases are limited to number of booth passes.

Individuals are responsible for securing their own spaces for the weekend. Campsites left empty during the day, could be taken by the time one returns for the night, therefore it is recommended you place/leave a tent, to reserve your space.

For more information regarding camping & campground guidelines:

<http://oldsettlersmusicfest.org/camping/>

Search <http://austin.citysearch.com/> for local hotel accommodations.

Location/Directions:

<http://oldsettlersmusicfest.org/directions> has a good map to reference.

South on Loop 1/MoPac

Take South Loop 1 Exit until it turns into SH 45. Continue to dead end at FM1826.

At the dead end make a left on to FM1826.

Go approximately 7 1/2 miles and we are on the right side of the road, past the restaurant, just on the other side of Onion Creek.

