35th Old Settler’s Music Festival  
in Tilmom, Texas  
(just southeast of Lockhart)  
April 21 – 24, 2022  

FOOD VENDOR INFORMATION AND GUIDELINES  

Greetings, Vendors! It’s time for the Old Settler’s Music Festival!  
Please read through this information before applying to be a vendor  

General information about the Old Settler’s Music Festival  
• Location of the festival  
  1616 FM 3158, Tilmom, Texas (just southeast of Lockhart)  
  Enter Old Settler’s into Google Maps for directions  
• Estimated audience attendance  
  We look forward to 5,000 music lovers Friday and Saturday and 2,500+ per day on Thursday and Sunday.  
• Vendor correspondence with festival  
  All vendor correspondence is conducted by email. Check your email regularly prior to the event to consider any notices or changes in addition to load-in time scheduling. Be sure to also check junk/spam folders.  

What we are looking for in our vendors  
OSMF is a juried festival. We wish to offer a high-quality variety of food and crafts. While our emphasis is on quality, handmade and/or local items, we are not a “handcrafters only” or “local only” event. We pick booths based on, but not limited to, the following criteria:  
• Products  
  We look forward to offering a quality mix of food for our attendees. We strongly encourage, but are not limited to, menus that include vegetarian, vegan, and/or gluten-free options to appeal to our unique and diverse audience.  
• Presentation  
  Unique, professional displays of booth and staff that widely complement the lovely setting. We do not encourage carnival/fairground displays of attraction.  
• Vendor community and/or county residency are taken into consideration.  
• Vending Experience
Experience is a plus, but we are open to those vending for the first time. If this is your first vending experience, please read the guidelines thoroughly to grasp what will be expected from your operation.

In addition to following the festival/vendor guidelines, we insist on a staff that is both attentive and courteous to our patrons. Keep the Old Settler’s vibe alive!

**Vending Fee**
The vending fee for OSMF includes the following:

- **Plot**
  - Food: 10’ wide (front) x 20’ deep (sides) or Food Truck

- **Arena or Campground**
  - Vending is available on Friday and Saturday only in the arena or for all four days in the campground.

- **Passes**
  - Four general admission weekend passes with camping, two vending Meadow Lot Parking passes (car). Additional vendor wristbands can be purchased upon check in.

  **No vendor car parking allowed in the wooded areas of the campground.** Food vendors can park and camp (if desired) in the open field behind the food vending booths.

- **Tents**
  - **Arena:** Located on the perimeter of the main field facing the larger stage. Tents are serviced from the field behind the perimeter.
  - **Campground:** BYO tent or food truck.

- **Food Trucks**
  - **Arena:** Strategically placed in the arena on Friday and Saturday.
  - **Campground:** Outside the arena in the campground Thursday through Sunday. **Friday and Saturday day pass holders are not allowed in the campground.**

- **Electric**
  - Food: 1-220v/30amp - we will need a picture of your plug!

  **Additional power needs must be specified and paid for prior to the event.**

  All electrical equipment such as power strips, multi-outlet taps, extension cords, etc., must be grounded and suitable for outdoor use. Lighting and electrical accessories are to be furnished at the vendor’s own expense.

- **Water**
  - Source provided for all food vendors. Hoses, splitters, and filters must be provided at the vendor’s own expense.

- **Promotion**
  - **Website:** Company name, contact information, and prices will be listed in the vendors’ section of the OSMF website. The earlier you submit your final price list, the sooner it will appear on the website.

  **Program Listing:** All vendors who have paid their vendor fee by the March 7, 2022 deadline will have their company name listed in the official 2022 OSMF program.

  **Newsletter:** All vendors accepted with their materials and payment by March 7, 2022 will be included in a dedicated newsletter about food & drinks at OSMF that will go to 14,000 people on our email list.
General Booth Information
- Booths are laid out on grass.
- Storefront open to the crowd is 10’ wide for a single booth. Displays must be contained within the vendor’s space. Vendors with trailers must include tongue and access egress when listing dimensions of operation. Most spaces have NO egress on the sides. Side access needs should be noted in the special requirements area of the application.
- 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. Storefront must appear inviting and appealing to festival patrons.
- Hours of operation extend beyond dark. Minimal lighting will be provided. Vendors are responsible for supplementing lighting.
- Gate opening is commonly scheduled an hour before music acts are set to perform. All vendors are expected to be staffed and ready for business when the gates open until the final performance of the last act has concluded.

Product Restrictions
- Booth acceptance is based on the understanding that vendors will sell only those items listed by the vendor in their application. Vendors may not sell any additional items without the festival’s express written consent. If the festival specifies that a vendor may not sell certain items, those items must be omitted from the vendor’s product line. In this case, the festival will contact the vendor before the vendor deposits their 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, vendors may not sell any item with the name or image of any act playing the festival, without express written consent of said artist.
- Vendors may not sell drug paraphernalia, tobacco of any kind, or laser pointers/flashing items. Food vendors may not sell crafts.
- Arena food vendors may NOT sell alcoholic beverages or bottled water. These items are sold exclusively by the festival.
- Campground food vendors may sell bottled water.

Booth Placement
Booth spaces are predetermined and not subject to change. If a vendor has specific requirements in order to operate, the vendor must list their requirements in the special requirements portion of the application.

Do not contact the festival to request a specific space. All spaces are great spots! If a vendor has a preference, note the preference in the special requirements area of the application, and the festival will take the request into consideration. Vendors are placed at the sole discretion of OSMF staff, and placement during load-in is final.

Booth/Display Must Haves
- Quality food and/or drink
● An attractive, professional, maintained appearance
● Courteous, friendly, music loving personnel
● Displays secured against wind/weather
● Complement the natural setting of OSMF

**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 two banners. Menus should be clear and concise and visible from approximately 10’ away. Menus should be simple, with prices clearly listed.

**Additional Vending Information**

● **Camping**
  While camping fees are included with the vendor fee, RV fees (over and under 18’), discounted vendor passes for additional workers, electrical camping spots and additional vendor parking passes are not included. Discounted camping fees for vendors are limited to booth workers only. Price list available upon request. Primitive spots are on a first-come, first-pick basis. Space is limited. No reservations are available.

● **Insurance/Waiver**
  Vendors must be responsible for their own insurance coverage with additional certificate holder (OSMF) required. In addition, all vendors will be required to sign a release of liability waiver prior to load in. No vendor will be allowed to set up until the waiver is signed.

● All vendors selling a product with the intent to be consumed on site must provide proof of $1,000,000 insurance coverage with OSMF as additional certificate holder.

● **Texas State Sales Tax Permit**
  Vendors must have a Texas State sales tax permit to vend at OSMF.

**Hours of Operation**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday (4/21/22)</td>
<td>campground 3 pm – Midnight</td>
</tr>
<tr>
<td>Friday (4/22/22)</td>
<td>arena 1 pm – Midnight</td>
</tr>
<tr>
<td>Saturday (4/23/22)</td>
<td>arena 10 am – Midnight</td>
</tr>
<tr>
<td>Sunday (4/24/22)</td>
<td>campground 9:30 am – 5:30 pm</td>
</tr>
</tbody>
</table>

**NOTE:** Campground vendors are open Friday and Saturday as well, and campground vendors may open before the arena opens. Early morning hours are okay if quiet is observed.

**Booth Load In and Load Out**

● **Load In**
  ○ **Arena:** Thursday 4/21/22 and Friday 4/22/22
  ○ **Campground:** Thursday 4/21/22
  ○ Specific load-in times to be communicated approximately 2 weeks before the festival. Vendors must arrive 15 minutes prior to this time. If late, vendor will be placed on standby.
Scheduled arrivals take priority. Attempts to load in early without a scheduled time is prohibited. Attempts to load in after Friday at noon will be prohibited.

- Vendors are not allowed to set up late unless coordinated prior to the event.
- Once loaded in, vendors are unable to bring their vehicles back in until load-out time.
- Everyone going through the gates will be subject to the same search restrictions.
- Gate opening is commonly scheduled an hour before music acts are set to perform. All vendors are expected to be staffed and ready for business when the gates open until the final performance of the last act has concluded.

**Load Out**

- **Arena:** Sunday, April 24, 2022 by noon
- **Campground:** After the final performance has concluded on Sunday, April 24, 2022 at 5:30 pm

Vendors are not allowed to load out early unless coordinated prior to the event.

For liability purposes, NO vendor vehicles are permitted in the arena while patrons are present. Vendors who don’t comply risk ejection and will not be invited back.

**Food Sustainability**

The OSMF venue is home to a delicate ecosystem, and we are guests in that ecosystem. It is our collective responsibility to mitigate our impact on the surrounding environment. We have decided to demonstrate our commitment to these principles by creating a set of sustainability rules for vendors.

**Sustainability Rules**

- We strongly encourage considering the supply chain when sourcing items. Think local, sustainable, and ethical. Customers want to feel good about where food comes from.
- Cardboard boxes must be broken down, flattened and stacked for recycling.
- Single-use bags are prohibited.
- Styrofoam of any kind is prohibited.
- Individual condiment packets are required.
- All service items (cups, cutlery, straws, etc.) must be paper or recyclable plastic (number 1 or 2). Eco-friendly cutlery is mandatory.
- Participate in our waste diversion by sorting waste and recycling in the proper bins.
- **Note:** We normally include two other requirements, however, due to our country’s current health situation, we are not including:
  - Use of only non-toxic cleansers.
  - Condiments should be in “pump” style dispensers.

**Prohibited Items & Actions**

- Generators or propane lamps
- External video displays
- Flashing, blinking, or chasing lights of any kind. String lights are permitted if they are constant-on LEDs located discreetly inside the booth.) Clamp lights are encouraged.
- Music from a vendor’s booth must be silenced when artists are performing on stage.
● No alcoholic beverages may enter or exit the venue arena.
● All vendors are subject to campground rules and regulations.

Other FAQs
● Security
OSMF provides security during all overnight hours. Vendors are responsible for covering and securing their booths/merchandise.
● Trash
A dumpster is provided onsite. Vendors are responsible for the cleanliness of both booth and plot spaces. All trash must be removed and/or placed in the proper receptacles before loading out. Failure to do so will jeopardize chances of return to future events.
  ○ Vendors are prohibited from dumping anything on the ground. Food vendors must be responsible for collecting and disposing of any and all gray water and grease as all facilities are environmentally sensitive and do not contain proper dumping stations for such waste products.
  ○ All food vendors must comply with Caldwell County health codes. Health inspections on site will occur. Sanitation/washing stations must be present.
● Pets
NO PETS of any kind are allowed. This includes on the festival grounds, festival/staff parking areas, and campground. Leaving an animal in a vehicle during the festival is prohibited and will result in animal control being summoned and your departure from the festival.
● Ice
Bags of ice will be available for purchase from the Watering Holes onsite during festival hours. If vendor operations require ice before the Watering Holes open, vendor must plan accordingly at their own expense.
● There are NO REFUNDS.

Timeline
Wednesday, March 2  Vendor Application Deadline
Tuesday, March 8  Vendor Acceptance Notifications
Monday, March 14  Deadline for Vendor Payments
               Only vendors who pay by this date and submit their materials to OSMF will be included in the printed program
Thursday, March 24  Certificates of Insurance and a copy of the vendor’s Texas State Sales Tax and Use Permit due
Thursday, April 21  Load in
               Exact times will be communicated approximately two weeks prior to the event
Thursday, April 21  Old Settler’s Music Festival
to Sunday, April 24

Sunday, April 24
Load out
Timing will be communicated in advance

2022 Food Vendor Arena Booth Fees

<table>
<thead>
<tr>
<th></th>
<th>Arena</th>
<th>Payment on or before 3/14/22</th>
<th>Payment received after 3/14/22</th>
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</thead>
<tbody>
<tr>
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<tr>
<td>Entrée Vendor</td>
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<td>$955.00</td>
<td>$1,000.00</td>
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2022 Food Vendor Campground Booth Fees

<table>
<thead>
<tr>
<th></th>
<th>All 4 days in the Campground</th>
<th>Payment on or before 3/14/22</th>
<th>Payment received after 3/14/22</th>
</tr>
</thead>
<tbody>
<tr>
<td>Snack Vendor</td>
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<td>$1,200.00</td>
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<tr>
<td>Entrée Vendor</td>
<td></td>
<td>$1,160.00</td>
<td>$1,200.00</td>
</tr>
</tbody>
</table>

Important Application Information

- Vendors must include detailed information and photos of products and booth. Applications submitted without pictures and descriptions of products will not be considered. Image and document filenames must include the vendor company name.
- All image files become the property of OSMF.
- Vendors are required to submit a copy of their Texas State Sales Tax permit, and are to display said permit in their booth during hours of operation.
- Vendors must agree to these terms to fill out and submit the Vendor Application form.

Vendor Fee Payment

To pay electronically (PayPal), see the Vendor Payment links for your category. Include the name of the company and fee type in the PayPal notes. Processing fees required.

To pay by check or money order, make payable to Old Settler’s Music Festival, Inc. and mail to:
OSMF Vending
P.O. Box 1161
Lockhart, TX 78644

Mail Certificates of Insurance to the same address.

If payment is submitted AFTER 3/14/22, please pay with a money order or pay electronically (processing fee required). Please contact OSMF Vending to ensure space availability prior to submitting payment after this date.
Additional Vendor Crew Passes
Additional passes are subject to approval and must be purchased onsite from the Vendor Coordinator, cash only. Names and contact info of crew members must be submitted to the Vendor Coordinator ahead of time. Price list furnished upon request.

Vendor Questions
For vendor questions, email vendors@oldsettlersmusicfest.org.

Thank you for your interest! We look forward to seeing y’all soon!