



**- VENDOR -
APPLICATION**

2020 MEADOWLARK MUSIC FESTIVAL

September 12, 2020 | 2pm to 11 pm

- Non-Profit Information Booths // \$25
- Artisan Merchants // \$50
- Food Vendors // \$200

Business Name: _____

Contact Name: _____

Business Address: _____

City/State/Zip: _____

Email: _____

Phone: _____

Description of items to sell: _____

Number of People Manning the Booth *(No more than 3 people per artisan booth and 4 people per food booth.*

Exceptions may be made if discussed with vendor liaison): _____

Total Amount submitted: _____

Meadowlark Music Festival, Lost and Foundation and their affiliates will not be held responsible for any liability, lost or stolen or damaged merchandise or any injury incurred during the 2020 Meadowlark Music Festival.

Signature of Vendor: _____ Date: _____

- *Vendors must provide their own equipment (canopies without stakes, tables, chairs, power sources etc.)*
- *Vendor applications and payment are due to the Lost and Foundation no later than July 31st, 2020.*
- *Please read the FAQ on the back of this page.*
- *All fees are non-refundable as they are utilized in event operations with the remainder donated to the Friendship Center.*

Make checks payable to: Lost and Foundation, PO Box 1504, Helena, MT 59624

Contact meadowlarkfest@gmail.com for questions and additional information.

— 2020 —
VENDOR FAQ

DO YOU PROVIDE ELECTRICITY TO VENDORS?

No, you will need to bring your own power source.

CAN WE STAKE DOWN CANOPIES?

No, the park department has sprinkler heads that will be damaged if canopies are staked down. Please only weight down your tents and canopies.

CAN I MOVE MY TENT AFTER I HAVE BEEN PLACED?

Once you have been placed, you may not move. Exceptions can be made to prevent physical harm if necessary.

WHAT IF I NEED MORE TIME TO SET UP OR TEAR DOWN?

If you need extra time to set up or tear down, let us know when you turn in your vendor application

CAN I SHARE A BOOTH SPACE?

Yes, please note this on your application.

WHAT IS A STANDARD BOOTH SIZE?

Artisans, Merchants and Non-Profits receive a 10ft x 10ft booth space. Food vendor space can vary. Please note the size of your truck or cart on your application.

CAN I BUY MULTIPLE BOOTH SPACES?

Yes. Pricing is based on a 10x10 booth space. Please note this on your application.

CAN I PAY AFTER THE EVENT?

All vendor fees are due with this application.

CAN I PLAY MUSIC IN MY BOOTH?

No. Amplified sounds is not permitted at this event.

WHEN WILL I FIND OUT IF I AM ACCEPTED INTO THIS EVENT?

Acceptance emails will be sent out 1 week after the application deadline. We will still accept late applications for a \$20 late fee.

IF IT RAINS, DOES THAT MEAN THE EVENT IS CANCELLED?

No. We are operating rain or shine. If there are severe thunderstorms in effect, the vendor liaison will notify each vendor onsite.

WHEN WILL I GET MY LOAD IN DETAILS?

This will be emailed no later than the week of the festival.

WHAT LIABILITY COVERAGE DOES THE FESTIVAL PROVIDE?

Meadowlark Music Festival, Lost and Foundation and the City of Helena and their affiliates will not be held responsible for any liability, lost, stolen or damaged merchandise or any injury incurred during set up, breakdown or Meadowlark Music Festival operating time. All food, beverage and other perishable vendors must carry all of the proper licenses and permits required through Lewis and Clark County.

WHAT MATERIALS CAN I USE TO SERVE FOOD ON?

We require that all food vendors serve food in recyclable or compostable containers with recyclable or compostable utensils.

CAN I SELL WATER AND OTHER BEVERAGES?

Vendors are not permitted to sell water as we will have a free water station with compostable cups. You can sell other non-alcoholic beverages. If beverages are not in a sealed container, they must be served in compostable or recyclable vessels.

HOW WILL CUSTOMERS PAY FOR MY PRODUCT?

Each vendor is responsible for collecting money directly.

WILL ICE BE MADE AVAILABLE?

The Meadowlark Music Festival does not provide ice directly. If requested, we can put you in contact with the beverage caterer if you need to acquire ice through them on site.

CAN I NEGOTIATE ON THE VENDOR FEE?

Up to \$100 of the food vendor fee can be used as food trade for festival volunteers and musicians.