

Interested In Being A Vendor?...

General Information

Vendors play a very integral part of any festival, providing patrons a large selection of souvenirs to be purchased or food to feast on. The Bill Monroe Music Park & Campground is a historical, family owned campground in the business of promoting wholesome, family entertainment to people all over the world. During 2008, over 95,000 people attended either a music event or Bluegrass Hall of Fame & Museum located at the Bill Monroe Music Park & Campground. This year we will be celebrating our 43rd Anniversary of the oldest, continuous bluegrass festival in the world, created by none other than the *Father of Bluegrass*, Bill Monroe.

All merchants are required to be present for the entirety of the event they are planning to attend. Booth space is limited to a single story, 10' X 10' or 10' X 20' area, including all wires, stakes, poles etc. As vendors are placed in a line, each vendor is only given ten feet of space that is open to the crowd. Vendors are allowed an additional prep area directly behind their booth, which is not to exceed the width and length of the booth size. However, the size of individual prep areas varies by event and by booth location due to the physical layout of the festival grounds. *Also, no vehicles are allowed in the prep area or booth space.*

Should you desire a space larger than 10' X 20', please contact the vendor/concession coordinator at 800-414-4677 or email beanblossombg@hotmail.com a brief description of the size and type of space you are looking for. Be sure to put: *merchant* in the subject line.

All merchants are responsible for constructing, furnishing, lighting, maintaining and removing your own booth materials, leftovers and trash. You must have:

- An attractive, professional, maintained appearance.
- A professional looking sign - absolutely no neon or flashing lights!
- A booth with three sides and a protective wind and rain resistant roof.
- Quality merchandise.
- Courteous, friendly, music loving personnel.

The appearance and ambiance of your booth is critical to the overall atmosphere of each of the festivals and the audience's perception of the events as a whole. We highly encourage imaginative booth designs, flags, banners, etc. and expect cleanliness and a safe, well-maintained area for all of our patrons.

At each of the events the merchants line is laid out on gravel. We do water the area in front of the booths throughout each of the festivals in an attempt to keep any dust to a minimum. Also, due to the ever-changing weather conditions in Indiana, we recommend that merchants **be prepared for any and all types of weather.**

Calendar of Events

Every year there are a number of events that *take place* at the historical Bill Monroe Music Park & Campground. Only three of the events listed at www.beanblossom.com are actually promoted by the Park. Merchants need to fill out one application *per event* you wish to attend- *no exceptions!*

Bill Monroe's Bean Blossom Bluegrass Festival	June 13-20, 2009
Bean Blossom Gospel Jubilee	July 30 – August 1, 2009
Bluegrass Hall of Fame & Uncle Pen Days Festival	September 23-26, 2009

Merchant Booth Fees

Booth fees for each event include:

- Use of a (10' X 10') or (10' X 20') space (*unless otherwise authorized*) with an additional prep area as described above. 30amp or 110 electric is available on a first reserved basis. *No setup charge.*
- Two *Non-transferable Weekend* merchant ID wristbands which include rights for primitive camping. These tickets are ONLY for use by people working your booth. If you are going to need single day tickets instead of the weekend passes, please let us know *at least two weeks* before each event. Children 12 and under are always free to all Bill Monroe Music Park & Campground events.
- One vehicle pass for admittance onto the festival grounds. Each booth is allowed to bring in one vehicle to assist in setting up your booth. Once you are set up, you will need to park your car in the merchant parking area or the general field parking for the duration of the event.
- Some merchant booth spaces allow primitive camping behind their booth. Additional fees will be charged if hookups are needed or if more than two people will be camping on site.

Bill Monroe Bean Blossom Festival	10' X 10' =	\$750/8day event
	10' X 20' =	\$1,000/8day event
Bean Blossom Gospel Jubilee	10' X 10' =	\$150/3day event
	10' X 20' =	\$275/3day event
Hall of Fame & Uncle Pen Days	10' X 10' =	\$375/4day event
	10' X 20' =	\$500/4day event

Concession Space Fees

- Use of an approx. 10' X 25' space (*unless otherwise authorized*) with an additional prep area as described above. Use of 30amp and/or 50amp electric; and water hookups are available. Additional charges will apply if more space or hookups is needed outside of the norm. *No setup charge will be applied.*
- Up to four *Non-transferable Weekend* vendor ID badges which include rights for primitive camping. These tickets are ONLY for use by people working your booth. If you are going to need single day tickets instead of the weekend passes, please let us know *at least two weeks* before each event. Children 12 and under are always free to all Bill Monroe Music Park & Campground events.
- One vehicle pass for admittance onto the festival grounds. Each booth is allowed to bring in one vehicle to assist in setting up your booth. Once you are set up, you will need to park your car in the concessions parking area or the general field parking for the duration of the event.
- Vendors are allowed to primitive camp behind their booth spaces. Additional fees will be charged if hookups are needed or if more than two people will be camping on site. Camping hookups are limited along concession row and are on a first reserved basis.

Bill Monroe Bean Blossom Bluegrass Festival	\$1,100/8day event
Bean Blossom Gospel Jubilee	\$300/3day event
Bluegrass Hall of Fame & Uncle Pen Days Festival	\$550/4day event

All food concessions must comply with Indiana Health Codes and state laws. Please check out www.in.gov/isdh/regsvcs/foodprot/ for specific food manager certification and concession trailer requirements.

Vendor Selection

1. With each passing year, we have seen an increase in both the quality and quantity of applications we receive. This makes the process of picking the lucky few who will join us at the Bill Monroe Music Park & Campground more and more difficult. We are interested in incorporating actual Artisans and crafts people (i.e. products that are created by the concessionaire in the booth vs. items that are imported) into the lineup, in order to add to the overall creative ambiance of each event. In the *juried* selection process we take the following into account, in roughly the order stated:
 2. Handmade and/or self designed products.
 3. Uniqueness, creativity and quality of products.
 4. Previous relationship with Bill Monroe Music Park, including; sales success, event cleanup, as well as staff and other concessionaire relations.
 5. Community and county residency.
 6. Willingness to comply with sponsorship, recycling, and other production plans.
 7. Applications to have booths at other Bean Blossom events.
 8. Complicated or unusual physical needs, including set up, size, electrical, etc.

Vendor Placement

Space assignment is *most often included* with the acceptance information and is made at the discretion of the Bill Monroe Music Park & Campground based on the following:

- Previous history with the Bill Monroe Music Park & Campground.
- Special set up, size, or electrical requirements.
- Marketability of product as decided by Bill Monroe Music Park & Campground.

Deposit

A 50% non-refundable deposit must accompany the Merchant Application. This deposit shows good faith that you will attend as a vendor and will adhere to all guidelines set forth. *However, if you are not chosen as a vendor, all fees will be returned to you.*

Insurance

All vendors must have insurance before they will be admitted to the festival grounds. You will need to have an active liability insurance policy for a minimum of \$1,000,000, and provide a certificate of coverage. Please include a copy *with each event application* that you are submitting. If your policy will be renewing between the application deadline and the event, it is your responsibility to make sure that we have a copy of the current certificate at least two weeks prior to the beginning of the event.

Taxes

All vendor and concession space fees, and camping fees charged include state and local taxes. Vendors and Concessionaires are responsible for all taxes due on food, goods and services sold during the Festival.

Camping Fees

Primitive Camping is included with your vending fees for two people. *Water & Electrical Hookups* are an additional \$21.40 per night for 30amp (*only one a/c allowed*) and \$26.75 per night for 50amp; all sites double occupancy; children 12 & under free. Additional people on site are \$6.42 per person per night. *Hookups are limited and reservations are required. If hook-ups are sold out, you will need to go self-contained and pay fees accordingly.* You may dump your tanks upon arrival for an additional \$15.00 dump fee per vehicle.

Additional Festival Passes

Additional *merchant only* passes may be purchased for those employees working in your space at the festival. These passes cannot be shared, interchanged or exchanged amongst employees. Employee passes are not meant for friends and family members wanting to attend the festival for personal enjoyment. *Please contact the vendor/coordinator 800-414-4677 for employee festival pass rates.*

Application Procedure

To apply, please complete and return the following, postmarked on or before the application deadline for each event:

Bill Monroe' Bean Blossom Bluegrass Festival	<i>Deadline: April 1, 2009*</i>
Bean Blossom Gospel Jubilee	<i>Deadline: June 1, 2009</i>
Hall of Fame & Uncle Pen Days	<i>Deadline: August 1, 2009</i>

- **Signed Application** including detailed *PRODUCT DESCRIPTIONS AND/OR MENU* (not just product names) and *PRICES* of each and every item that you intend to sell. To prevent duplication, all beverages you plan to sell must be listed on your application, and items will be approved or denied in the acceptance letters.
- **Vendor Guidelines** initialed at bottom of every page.
- **Pictures** of vendor space/booth setup as it will be at the event.
- **Booth Fees, Deposits** and any fees for additional tickets and camping. Please write *separate checks for each event*. All checks should be made payable to: *Bean Blossom Bluegrass*.
- **A certificate of insurance**. Please enclose one copy per application submitted.

**Space goes very quickly for this event, so don't delay. It is normally full by April 1.*

Acceptance

On the date of acceptance notification as set forth above, the merchant coordinator will call or e-mail all of those lucky vendors who have been accepted. Deposits need to be received *no later than 15 business days* from the day of acceptance in order to guarantee your space- *No Exceptions*. Deposits can be made in cash, check (with ID) money order, credit card (VISA, MC, Discover) or cash. Your cancelled check will be your receipt. Additional details and other important information will be sent upon acceptance. For questions contact the music park/festival office at (812) 988-6422 or e-mail beanblossombg@hotmail.com .

We are eagerly at work on another great festival season for everyone. Any comments you can provide regarding any area of the show will be greatly appreciated!