



Blue Ox Music Festival: Craft Vendor Rules & Regulations 2024

Dates: June 27-29, 2024. *The following is a list of rules and regulations that you agree upon as a vendor. If you choose not to comply with these guidelines, Blue Ox Music Festival management will ask you to leave the festival site without refund.*

Space and location

We do not guarantee sales at your booth and we reserve the right to change vendor locations without notice in accordance with changes that are made to the grounds. Hawking and making sales outside of your approved booth space is not permitted under any circumstance.

The space assigned at vendor check-in is the only space allotted to you. If you find during set-up that you will need more space, you must contact the Vendor Coordinator who will contract additional space based on availability. You will be required to pay for the additional space before sales will be allowed at your booth.

There is space for **TENT ONLY** camping behind your booth. If you are bringing an RV then you will have to camp in the vendor camping area as there is not enough space for you to park your RV behind your booth.

Sponsorship and products

Sponsors are an important element in the continuation and growth of our event. Specific sponsorships include exclusivity to products. Some products that are exclusive to sponsors include but are not limited to: beer, liquor, ice, soda, and water.

Approval for vending space is based on the products listed on your application. These products are approved with consideration of our sponsorship agreements. Vendors will not be able to sell products that are in conflict or competition with sponsor products or that could serve as a danger to fans or staff. Blue Ox Music Festival Management reserve the right to remove any product from the grounds that has not been listed as an approved item to sell.

Exclusivity

Vendors are not granted exclusivity on any products unless specified in writing by Blue Ox Music Festival. Exclusive vendors will be required to pay an additional exclusivity fee for their booth space. As a vendor you are not allowed to use the event name, logo, artist names, images, dates or reference the festival directly or indirectly.

Insurance

All vendors are required to have a minimum of \$500,000 liability insurance on their booth, A copy of your insurance certificate specifically evidencing **Blue Ox Music Festival** and coverage for the dates of **June 27-29, 2024** is required as part of the application process. If you do not currently have insurance, you must purchase insurance and provide us with such documentation by your deposit deadline.

Safety Rules

Due to insurance regulations, any vendor who has been approved to offer interactive attractions such as mechanical bulls, gyroscopes, bungee trampolines, climbing walls, etc. must post safety rules in an area clearly visible to the public.

Fire Safety = New Requirement for 2024

Each vendor is **REQUIRED** to have a fire extinguisher in their booth, at all times, as required by the local Fire Department.

Electricity

One (1) 20-amp circuit of electricity will be included free of charge with booth fee. Electrical cords, lights and tents are not provided. Additional electricity may be available upon written notification of requirements and upon payment of additional electrical fee. Due to the nature of the event additional electrical may not be available. Use of halogen lights in or around your booth is prohibited.

Garbage

All vendors are responsible for disposal of their garbage. Any vendor leaving garbage in or around their booth space will be billed for its' removal.

UPS Shipments

UPS Shipments will be delivered to the information booth each day prior to gates opening. Any packages received before June 27th, 2024 will be returned to sender. Blue Ox Music Festival staff will not sign for any packages or attempt to locate you after UPS has arrived. COD packages will not be accepted at the grounds. Packages must be shipped to 5024 Crescent Avenue Eau Claire, WI 54703.

Carry ins, pets, lawn chairs and motorized vehicles

Outside food and beverage will be allowed to be consumed at your booth only. Vendors will not be allowed to bring outside food and beverage carry ins into the festival bowl. **Pets are NOT allowed on the Blue Ox Music Festival grounds or in the campground.** Vendors are given strict restocking hours. These hours are the only times that vendor vehicles may enter and exit the grounds. At no point are vendors allowed to enter the festival bowl to place lawn chairs prior to gate opening, doing so will result in removal from the festival. No unauthorized motorized vehicles are allowed on the grounds. Do NOT drive your vehicles on the festival bowl grass outside of the vendor court area.

Event information

Set-up will begin on Wednesday, June 26th, 2024. All paperwork must be turned in to Blue Ox prior to setting up booth space on property. Vendor passes will be emailed to you in PDF form prior to the event. Please present your PDF ticket to the gate to receive your wristband(s).

VENDOR CHECK IN @ PINES GATE	DAILY VENDING HOURS
Wednesday, June 26th: Anytime between 9:00am - 7:00pm Contact for special requests	Thursday, June 27th: 12:00pm – Midnight Friday, June 28th: 10:00am – Midnight Saturday, June 29th: 10:00am – Midnight
DAILY SET UP/RESTOCK DEADLINE	TEARDOWN OF EXHIBITS
Thursday, June 27th: 7:00am - 4:00pm Friday, June 28th 7:00am – 9:30am Saturday, June 29th: 7:00am – 9:30am	Saturday, June 29th: End of last act Sunday, June 30th: 9:00am – 12:00pm (noon)
VEHICLE REMOVAL DEADLINE	REMOVAL DEADLINE
9:30am daily	Sunday, June 30th: 12:00pm (noon)

Security and Liability

Blue Ox Music Festival provides general grounds security throughout the entire weekend of the event but is not responsible for damage to, loss, or theft of property belonging to an exhibitor, his agent, employees, business invitees, visitors, or guests. Each exhibitor shall carry its own appropriate insurance. Exhibit materials should be packed away and secured each night. Vendors agree to protect, save and hold Blue Ox Music Festival and/or any person, organization or corporation for whom Blue Ox Music Festival contracts with forever harmless for any and all damages or charges imposed for violations of any law or ordinance, whether occasioned by negligence of the exhibitors or those holding under the exhibitor.

All exhibitors shall at all times protect, indemnify, save and hold Blue Ox Music Festival and/or any person, organization or corporation for whom Blue Ox Music Festival contracts with foregoing harmless against and from any and all losses, costs (including attorneys' fees), damage, liability, or expense arising from or out of or by reason of any accident or bodily injury of other occurrence to any person or persons, including the exhibitor, its agents, employees, and business invitees, which arises from or out of or by reason of said exhibitor's occupancy and of the exhibition premises or a part thereof.

The decision of Blue Ox Music Festival shall be accepted as final in any disagreement between vendors or in the decision to remove from the show without refund any exhibitor or his/her representative performing an act or practice which, in the opinion of Blue Ox Music Festival is objectionable. All matters not covered in this agreement are subject to the decision of Blue Ox Music Festival. If legal action must be taken, vendors will incur all legal fees.

Please Fill and email to fiona@blueoxfest.com or mail to:

Blue Ox Music Festival
Attn: Vendor Dept.
5024 Crescent Ave
Eau Claire WI 54703

Required by March 1st:

- 1st payment via payment plan or payment in full
- Signed Vendor Contract
- Signed 'No Pet' Agreement

Booth Information (Drop box below)

Size (width x depth)

Stand Type

Electricity Needs

Two vendor passes are included with booth payment. Additional passes are available for \$99+ tax and fees.

Required by June 1st:

- Remaining vendor booth payment(s)
- Valid Insurance for current festival year

Business name:		Contact name:	
Street address:		City, state, zip code:	
Phone number:		Email address:	
Printed name:			
Signature:			
Wisconsin Sellers Permit #:	Last 4 of SSN:		FEIN (last 4 numbers):

Booth Payment

Once accepted, Blue Ox will send you (the vendor) a direct link to purchase your specific booth size online. You can choose to pay in full OR use the PayPal Pay in 4 payment plan which splits your order into (4) interest free bi-weekly payments.

Payment Deadline: Your first payment via payment plan or payment in full is due by March 1st, 2024 or within 2 weeks of signing your vendor agreement if accepted after March 1st.

Vendor Worker Passes

Each business receives (2) complimentary worker passes. Once your booth payment is received in full, Blue Ox will email the main contact their included vendor passes. If you need more than two worker passes, please contact Fiona.

Additional vendor worker passes = \$99/pass + tax and fees