

2026 Montana Folk Festival

Food Vendor Guidelines

Application Process

- All vendors must apply each year and use the application from **the current year**. Photocopied versions of previous year's applications will be rejected.
- Failure to meet application and/or contract fee deadlines may result in forfeiture of booth location and/or booth space.
- Applicants will be notified by April 15, 2026 of their acceptance or rejection.

Taxes and Insurance

- Vendors are responsible for all state and federal taxes. There is no sales tax in Montana.
- Vendors must furnish the MFF with a certificate of insurance showing liability insurance **minimum** coverage of:

Bodily Injury	\$1,000,000 per occurrence <i>and</i>
Property Damage	\$1,000,000 per occurrence.
- **The Montana Folk Festival must be named as an additional insured..**
- Vendors assume all rights and responsibilities for the conduct of their operations for obtaining liability and general coverage insurance for vendor-related activities and adhering to all local and state ordinances and regulations.
- The Montana Folk Festival does not have vendor coverage under any insurance it may maintain

Pricing

Application Fee

- A non-refundable application fee of \$75 must accompany each application.

Booth fees

- The booth fee (for standard 10 feet of frontage) is: \$600 for commercial & non-profit vendors.
- Additional frontage space is sold in increments of 1 foot at \$50.00 a foot.
- Only a maximum of 10 feet depth is allowed. If more than that is needed you will need to purchase additional frontage space
- At the conclusion of the Festival, vendors will be required to reconcile their fee with the MFF. Failure to remit accurate payment may result in non-acceptance to future Festivals.
- No space will be held without a completed contract and full payment of the contract fee.
- Full payment must be received on or before May 1, 2026.
- The MFF will not be obligated to meet extra power requests received after May 1, 2026.

Water Charge

- Please indicate on the application if you require water. There is a fee of \$25 for a water hookup.
- You must provide up to 50 feet of hose certified for drinking water (potable) consumption.
- **Vendors must supply an approved back flow device for each connection.**

Refunds

- No refunds will be issued for cancellations made after May 1.
- No refunds will be issued for inclement weather.

Beverages and Ice

- The Montana Folk Festival is the beverage and ice vendor on site. No selling of beverages including soda pop, water, beer, wine and iced teas unless a handcrafted product is deemed unique. NO EXCEPTIONS.
- Vendors may purchase beverages and ice from the MFF for sale/use in their booth.

Hours of Operations

- Festival Hours are: Friday 4 p.m. to 11:00 p.m.
 Saturday, 11 a.m. to 11:00 p.m.
 Sunday 11 a.m. to 6:00 p.m.
- Booths must be staffed for all hours agreed to on the contract.
- The Festival goes on rain or shine. Vendors must be prepared for inclement weather.

Health & Safety

- Food production techniques must meet Montana health statutes and regulations.
- The Festival arranges for a special business permit for festival vendors so a Butte-Silver Bow County Business license is not required.
- Vendors must comply with all federal, state, and local health regulations at least one month before the event. For more information, contact the Butte-Silver Bow Health Department at 406-497-5020.
- Vendors must comply with MFF guidelines for the disposal of gray water, grease, and hot coals. Gray water disposal is provided at each food court.
- Once operational, the site will be inspected by the fire marshal and health department official.
- All vendors using cooking equipment must have a 40 BC-minimum fire extinguisher. All vendors serving food must have a 20 BC-minimum fire extinguisher.
- All propane tanks must be firmly secured on a hard, non-combustible surface. Vendors must supply their own surface on which to secure tanks; the ground alone does not qualify.

Vehicles On Site

- For the safety of the Festival's attendees, vehicles are not allowed to move onto or within the site during hours of operation, including deliveries to vendors. **NO EXCEPTIONS.**
- Vendors will receive **one** site access pass. Vendors may not park their vehicles in the festival area and may drive in the festival area only during the non-festival hours.
- Available parking and power for support vehicles is on a first come, first served basis. Power connection is an additional cost.

Booth Set-up

- Booth locations are assigned.
- Vendors may not trade, switch, or set up in any other location.
- Booths must be set up and operational at the time stated on the contract.
- If you failed to state correct length (including trailer tongue and or steps) on application you will be asked to leave the festival.
- Any display lighting must be LED.
- Power WILL NOT be guaranteed before Thursday before 4 pm, unless prior arrangements were made with the food area coordinator.

Booth Operation Guidelines

- Vendors must restrict their activities to their booth space.
- **Vendors must maintain a separate service line for ADA, Artists and Staff -- NO EXCEPTIONS. The Festival will provide signage.**
- Vendors must accept food tickets (\$1 each) from staff and performers that are redeemed after the festival at face value by the Festival. Tickets are turned into the food coordinator at end of Sunday and checks are mailed within two to three weeks for their cash value.
- Vendors should bring an adequate amount of food or merchandise to last through the Festival. The projections for the 2026 event are as many as 160,000 attendees.
- No space-sharing or subletting will be permitted, nor can the vendor assign the contract to another party.
- Raffles are not allowed.
- Camping is not allowed on the Festival site.
- The Montana Folk Festival will limit vendor rights to sell multiple food offerings in an attempt to achieve and maintain variety and profitability for all vendors.
- In the event of a dispute, the decision of the Montana Folk Festival will be accepted as final.
- Although there will be security on Friday and Saturday nights, all fixtures and materials are left overnight at the vendors' risk. The Festival's insurance will not cover personal property, so vendors should obtain their own insurance.

Booth Clean-up

- **COOKING OIL, GREASE OR SOLID FOOD ITEMS CANNOT BE PUT IN THE GRAY WATER TANKS OR DUMPSTERS.** Vendors are to properly dispose of these items themselves.
- Vendors are to take precautions to prevent grease or oil stains on solid surfaces (pavement, sidewalks, brick)
- No booth may be dismantled or removed from its assigned space prior to the end of the Festival on Sunday.
- Vendors must take their entire booths – including carpet, display racks, storage containers, and decorations – home with them.
- All booths must be broken down by 8 pm Sunday evening.
- Any vendors failing to completely clean up their booth areas or violating these guidelines will forfeit any privileges to serve at future festivals.

Vendors who fail to comply or violate these guidelines may be expelled and/or not invited to apply.

The Montana Folk Festival reserves the right to amend these guidelines as needed.

Contacts

MFF Food Coordinator Judy Bryant	406-491-3429
MFF Technical Coordinator Don Andrews	406-565-8265
BSB County Health Dept.	406-497-5020