

OUTDOOR FESTIVAL ORDINANCE REQUIREMENTS:

OUTDOOR FESTIVAL ORDINANCE REQUIREMENTS:

Name of Festival: **Mendocino Music Festival 2025**

1.) Dates and of operation (MCC 6.16.040(C)). How many people will attend? (MCC 6.16.040(D)):

Dates: 7/12/25 - 7/26/25

Hours: see application packet

Attendance: see application packet over the course of the event,
Including staff and performers

2.) Sponsor of festival:

☒

Non-profit:

☐

Partnership:

Names and addresses of general partners:

☐

Corporation:

☐

Application signed by the President and attested to by the Secretary

☐

Certified copy of the Articles of Incorporation

3.) Legal description of premises where festival will be held (MCC 6.16.040(B))

Physical Location: 45035 Main St., Mendocino, CA

APNs:

☒

Proof of ownership and written consent of property owners for below listed parcel and legal description of premises: _____

4.) Statement of adequacy:

☒

Sheriff attesting to the adequacy of the proposed security or statement itemizing the deficiencies (MCC 6.16.040(E))

☒

Statement from County Health Officer attesting to the adequacy of the proposed sanitation, food handling and preparation facilities, and waste disposal (MCC 6.16.040(F))



COUNTY OF MENDOCINO

501 Low Gap Rd., Room 1060
Ukiah, California 95482
Phone (707) 235-6875

Chamise Cubbison
Auditor-Controller
Treasurer-Tax Collector

Application for Outdoor Festival License Pursuant to Chapter 6.16 of the Mendocino County Code

1. Name Mendocino Music Festival
2. Residence Address 45100 Main Street, Suite 2, Mendocino, CA, 95460
3. Mailing Address P.O. Box 1808, Mendocino, CA, 95460
4. Individual _____ Corporation or Partnership Non-Profit 501 © 3
5. Names and addresses of partners or corporation officers:

<u>Paddy Batchelder</u> Name	<u>President</u> Title	<u>Po Box 696, Gualala, CA 95445</u> Address
<u>Karen Micciulla</u> Name	<u>Vice President</u> Title	<u>PO Box 24, Mendocino, CA 95460</u> Address
<u>Marcia Lotter</u> Name	<u>Secretary</u> Title	<u>47080 Havens Neck Dr., Gualala, CA 95445</u> Address
6. Principal location of event:
45035 Main Street, Mendocino, CA 95460
Address
Telephone 707-937-2044
7. Provide certified copy of Articles of Incorporation, if applicable.
8. Provide location and legal description of the premises where the outdoor festival is to be conducted, including all lands to be used for parking or other uses incidental to the outdoor activity. Submit **proof of ownership** of said premises **or the written consent of all owners.**
9. **Provide the date or dates and the hours during which the festival is to be conducted.**
10. Provide an **estimate of the maximum number of spectators, participants, or others expected to attend the outdoor festival for each day conducted.**
11. Applicant must contact the **Mendocino County Sheriff's Office** and comply with all requirements. Provide detailed explanation of the plan for policing the activity with particular emphasis on the control and prevention of alcohol and drug consumption.
12. Applicant must contact the **Mendocino County Department of Planning and Building Services** and comply with all requirements.
13. Applicant must contact the **Mendocino County Environmental Health Department** and comply with all requirements.
14. Provide written explanation of implementation of waste reduction, reuse, recycling, and diversion programs.

15. Provide detailed information on the following areas:

- a. Security Protection
- b. Water Supply
- c. Food Supply
- d. Sanitation facilities
- e. Medical facilities and services
- f. Vehicle parking space
- g. On-site traffic control and vehicle access
- h. Plans for spectators or participants remaining at night or overnight
- i. Camping facilities
- j. Illumination of premises
- k. Cleanup of premises
- l. Rubbish removal
- m. Plans for handling larger number of overnight spectators than are expected

OUTDOOR FESTIVAL FEE: \$175.00 PER DAY (payable to Mendocino County Tax Collector)

This **application shall be filed with the Tax Collector no later than 45 days prior to the event.** This application shall be accompanied by a non-refundable fee, (if applicable), which shall be of an amount to be set by resolution of the Board of Supervisors.

4/10/2025

Date

Raquel Taylor

Applicant

Office Manager

Title

Paddy Batchelder

President of Non Profit

Attest: Secretary of Corporation

Mendocino Music Festival
PO Box 1808
Mendocino, CA, 95460
707-937-2044
info@mendocinomusic.org – www.mendocinomusic.org

2025 Application for Outdoor Festival License

7. Copy of Articles of Incorporation attached.
8. The Mendocino Music Festival is held at the Mendocino Headlands State Park, Ford House Grounds, 45035 Main Street Mendocino. Our Special Event Permit, issued by the State Parks Department, is attached. Only one parking space is reserved, all other parking takes place in the town of Mendocino. Other parking areas are Mendocino High School, and business parking spaces designated by business owners for parking during the Festival. We use the exact same footprint each year for the large performance tent and small concession tent. Written consent of State Parks is attached.
9. The 2025 Festival begins on Saturday, July 12th and runs through Saturday, July 26th. Rehearsals usually run from 10:00 AM to 1:00 PM and from 2:30 PM to 4:30 PM. Sound checks take place at 5:00 PM and performances begin at 7:30 PM and run to 10:15 PM. Our daytime concerts take place at Preston Hall and Cotton Auditorium. Below is the 2025 performance list.
10. Concerts in the tent:
 - Saturday, July 12th – Evening concert, estimated audience: 600, estimated performers: 6, estimated volunteers and staff: 40
 - Sunday, July 13th – Evening concert at 6 PM, estimated audience: 650, estimated performers: 95, estimated volunteers and staff: 35
 - Monday, July 14th – Evening concert, estimated audience: 700, estimated performers: 5, estimated volunteers and staff: 35
 - Tuesday, July 15th – No performance.
 - Wednesday, July 16th – Evening concert, estimated audience: 650, estimated performers: 4, estimated staff and volunteers: 35
 - Thursday, July 17th – Evening concert, estimated audience: 600, estimated performers: 4, estimated staff and volunteers 35
 - Friday, July 18th – Evening concert, estimated audience: 700, estimated performers: 80, estimated staff and volunteers: 35
 - Saturday, July 19th – Evening concert, estimated audience: 600, estimated performers: 55, estimated staff and volunteers: 35

- Sunday, July 20th – Evening concert, estimated audience: 650, estimated performers: 5, estimated staff and volunteers: 35
- Monday, July 21st – No performance.
- Tuesday, July 22nd – Evening concert, estimated audience: 600, estimated performers: 4, estimated staff and volunteers: 35
- Wednesday, July 23rd – Evening concert, estimated audience: 700, estimated performers: 90, estimated staff and volunteers: 35
- Thursday, July 24th - Evening concert, estimated audience: 700, estimated performers: 3, estimated staff and volunteers: 35
- Friday, July 25th – Evening concert, estimated audience: 800, estimated performers: 10, estimated staff and volunteers: 35
- Saturday, July 26th – Evening concert, estimated audience: 800, estimated performers: 120, estimated staff and volunteers: 40

Other Concerts (Indoors and Offsite):

- Monday, July 14th – 2:30pm at Preston Hall, estimated audience: 80, estimated performers: 6, estimated staff and volunteers: 4
- Tuesday, July 15th – 2:30pm at Preston Hall, estimated audience: 80, estimated performers: 1, estimated staff and volunteers: 4
- Wednesday, July 16th – 2:30pm at Preston Hall, estimated audience: 80, estimated performers: 1, estimated staff and volunteers: 4
- Thursday, July 17th - 2:30pm at Preston Hall, estimated audience: 60, estimated performers: 4, estimated staff and volunteers: 4
- Friday, July 18th – 2:30pm at Preston Hall, estimated audience: 70, estimated performers: 2, estimated staff and volunteers: 4
- Saturday, July 19th – 2:30pm at Preston Hall, estimated audience: 65, estimated performers: 2, estimated staff and volunteers: 4
- Monday, July 21st – 2:30pm at Preston Hall, estimated audience: 65, estimated performers: 2, estimated staff and volunteers: 4
- Tuesday, July 22nd – 2:30pm at Preston Hall, estimated audience: 80, estimated performers: 1, estimated staff and volunteers: 4
- Wednesday, July 23rd – 2:30pm at Preston Hall, estimated audience: 70, estimated performers: 2, estimated staff and volunteers: 4

- Thursday, July 24th – 2:30pm at Cotton Auditorium, estimated audience: 130, estimated performers: 4, estimated staff and volunteers: 4

- Friday, July 25th – 2:30pm at Preston Hall, estimated audience: 70, estimated performers: 20, estimated staff and volunteers: 4

11. A statement from the Mendocino County Sheriff's Office is attached. We have never had a problem with alcohol or drug consumption at the Mendocino Music Festival. It is attended almost exclusively by adults. Adults accompany almost all children and teenagers who attend. Although we sell wine and beer, there is not enough time before a performance or during intermission for anyone 21 or over to buy more than one glass. We comply fully with all ABC requirements. The emphasis at the Mendocino Music Festival is on music, not alcohol.

12. Applicant must contact the Mendocino County Department of Planning and Building Services and comply with all requirements. We have contacted the Department of Planning and Building Services and will comply with all applicable requirements.

13. We have contacted the County Environmental Health Department, as we do every year, and will comply with all requirements. Our Community Event Permit and Temporary Food Facility Permit are currently being processed. Signed copies of the permit will be sent.

14. Written explanation of implementation of waste reduction, reuse, recycling and diversion programs: Rubbish removal – We contract with Empire Waste Management for dumpsters for trash and recyclable materials. The dumpsters are locked with combination locks so that others cannot use the dumpsters for trash and mix recyclables with trash. On site we have well-marked, large plastic containers that clearly state "Trash" or "Recyclables" with an explanation of what goes into each container. Twice a day the trash and recyclable large plastic containers are emptied into the dumpsters. WM checks two times a week to see if the containers need emptying. At the end of the festival, WM takes the dumpsters and plastic containers away. It is our intention to be as "eco-conscious" as possible. All containers for juices, sodas, wine, and beer are recycled. All cans and water bottles are also recycled.

15a. Security Protection – We hire one trained security guard to patrol the premises from 4:00 PM to midnight each night of the Festival and another to cover from midnight to 8:00 AM. We also hire a Mendocino Volunteer Fire Department certified responder and fire person to be on site for every performance in the tent (night concerts from 7:00 PM to 10:30 PM and daytime concerts from 2:00 to 5:30). During daytime rehearsals, employees of the MMF patrol the premises. Additionally, we have security guards patrolling the premises from 4:00PM to 12 midnight when no performances are taking place from the time the tent goes up until it comes down. We begin on site June 26th to prepare the tent concert hall. Projected completion of the tent to full site restoration after the festival is Saturday, August 3rd.

15b. Water Supply – We buy water from Whispering Pines of Mendocino County. We have water dispensers backstage for our performers and in the concession tent for making coffee and tea or for drinking. Water is also available at the State Parks restroom area.

15c. Food Supply – We sell cookies, coffee, and tea before performances start and during intermission. In the evenings we sell wine and beer (we pay for a wine and beer license through the California Department of Alcoholic Beverage Control). We are in the town of Mendocino where there are numerous restaurants and stores.

15d. Sanitation Facilities – In addition to the sanitation facilities on the State Park property, we rent portable toilets and sinks from Thompson's Septic Service. Thompson's comes every other morning to clean and monitor the toilets and sinks.

15e. Medical Facilities and Services – In the case of an emergency, we would call the Mendocino Volunteer Fire Department, California State Parks, or the Mendocino Coast District Hospital.

15f. Vehicle Parking Space – The audience parks in the town of Mendocino. Performers park at Mendocino High School or areas designated by business owners for festival parking.

15g. On-Site Traffic Control and Vehicle Access – No traffic is allowed on site. Before and during the concerts we have a traffic person who keeps any vehicles from entering the site.

15h. Plans for Spectators or Participants Remaining at Night or Overnight – Not applicable.

15i. Camping Facilities – Not applicable.

15j. Illumination of Premises – We hang lights all around the perimeter of the large performance tent and at the concession tent. Both tents have interior lights.

15k. Cleanup of Premises and Rubbish Removal – Our technical staff cleans the site to the specifications of the State Parks. Waste Management rents us dumpsters for recycling and trash. Throughout the festival Waste Management regularly empties the dumpster. Once the festival is over and the site is totally cleaned up, WM takes away all the dumpsters.

15l. We do not have spectators in excess because we will not sell extra tickets if a concert is sold out.

15m. Plans for handling larger number of overnight spectators than are expected – Not applicable, we do not have overnight spectators.



Public Health Department
Mendocino County
Healthy People, Healthy Communities
Environmental Health



Ukiah Office: 860 N Bush St, Ukiah CA 95482 Phone: 707-234-6625
Fort Bragg Office: 120 W Fir St, Fort Bragg CA 95437 Phone: 707-961-2714

Helen Dailey
Mendocino County Tax Collector

Subject: Mendocino Music Festival 2025 Statement of Adequacy

Dear Helen Dailey,

Environmental Health received the Community Event/ Application for Mendocino Music Festival 2025 and it has been reviewed. It is a multi-day event held at 45035 Main Street Mendocino, CA 95460, at a state park owned by the California Department of Parks and Recreation. The event is scheduled for July 12, 2025, to July 26, 2025.

The facilities and planned operation are adequate to meet the public health requirements of an outdoor festival.

Items addressed were location, operation, sanitation (liquid waste and hand washing), refuse disposal, and food service.

Sincerely,

A handwritten signature in black ink, appearing to read "Manuel M. Ramirez".

Manuel M. Ramirez, REHS
Environmental Health Specialist II
(707)234-2885
ramirezma@mendocinocounty.org



Environmental Health Division
COMMUNITY EVENT APPLICATION / PERMIT
(STATEMENT OF ADEQUACY FOR AN OUTDOOR FESTIVAL)

Ukiah Office: 860 N Bush Street
Ph: 707-234-6625

enviroh@mendocinocounty.gov

Fort Bragg Office: 120 W Fir Street
Ph: 707-961-2714

public health
RECEIVED
UKIAH
Mendocino County
APR 09 2025

MENDOCINO COUNTY
ENVIRONMENTAL HEALTH

Non-Profit Tax ID #: 94-3047133-

FD#: _____

Name of Event: Mendocino Music Festival Event Dates & Hours: 7/12/26-7/26/25 6:00-9:30

Address of Event: 45035 Main Street, Mendocino, CA 95460 # of Food Vendors: 1 (in house)

Property Owner Name: CA. Dept of Parks and Recreation Estimated Max Attendance: 6500-7500 (600 per day)

Coordinator's Agency: Mendocino Music Festival Coordinator's Name: Raquel Taylor

Coordinator's Mailing Address: PO Box 1808, Mendocino, CA 95460

Coordinator's Phone #: 707-937-2044 ext. 103 Coordinator's Email: Raquel.Taylor@mendocinomusic.com

The following information must be submitted a minimum of one month prior to the event date to avoid late fees:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Event on Time: < 15 Food Vendor Booths = \$249 | <input type="checkbox"/> Event with Late Fee: < 15 Food Vendor Booths = \$254 |
| <input type="checkbox"/> Event on Time: 15+ Food Vendor Booths = \$249 | <input type="checkbox"/> Event with Late Fee: 15+ Food Vendor Booths = \$254 |

☒ **Please also check here if you are Non-Profit, Fee Exempt. Documentation is required with submittal.**
(Please Note: Non-Profit applications that are submitted late will not be exempt from the late fee)

☒ **Site Plan:** Submit a site plan that shows the proposed location of the temporary food booth vendors, restrooms, any shared facilities such as sinks, sewer access, and garbage dumpsters, as well as locations of drinking fountains.

☒ **Food Vendor List and Temporary Food Permit Applications:** Complete and submit the attached vendor list with this application. It is your responsibility to distribute the *Guidelines for Operating a Temporary Food Booth*, food booth applications, and fees to your vendors.

☒ **Toilet Facilities:** At least one toilet facility for each 15 employees shall be provided within 200 feet of each Temporary Food Facility. **A minimum of one toilet and one handwashing facility shall be available for each 100 patrons.**

☒ **List Water Source:** Whispering Pines Water

A potable water supply shall be provided. **A minimum of one drinking fountain shall be available for each 500 patrons**

☒ **Refuse Disposal:** C & S Waste

Provide number and type of waste receptacles to be available at event. **A minimum of one 50 gallon garbage can shall be available for each 100 patrons per day.**

As Event Coordinator, I certify that all of the information above has been provided and is correct, that I have read and understand the "Letter to Event Coordinators", and I understand that I am responsible for ensuring compliance with the California Retail Food Code (Cal Code) by the temporary food vendors operating at this event.

Applicant Signature: Raquel Taylor Date: 4/3/25

Applicant's Title: Office Manager

When approved by the Environmental Health Division, this application shall serve as your permit.

Approved By: [Signature]

Approval Date: 5/6/2025

Date Rec'd:	_____
Rec'd By:	_____
Payment #:	_____
Amount Rec'd:	_____

Continue to the back

COMMUNITY EVENT FOOD VENDOR LIST

Event Name: Mendocino Music Festival **Event Dates:** 7/12/25-7/26/25

Event Coordinator: PLEASE FILL IN THIS SHEET OR ATTACH A SEPARATE SHEET WITH ALL OF THE INFORMATION BELOW INCLUDED. It is your responsibility to provide the *Guidelines for Operating a Temporary Food Booth* and applications to each of the food vendor booths you expect to be operating at your event in a timely manner. If you need more, please contact our office or visit our website. Please remember to advise the food vendors that their permit application and fee must be submitted to Environmental Health (5) business days prior to the event start date in order to avoid a late fee. **Postmarks are acceptable.**

<u>Vendor Booth Name</u>	<u>Contact Person</u>	<u>Mailing Address</u>	<u>Email Address</u>	<u>Phone #</u>	<u>PHF* or NPHF**</u>
Mendocino Music Festival Snack Bar	Raquel Taylor	PO Box 1808, Mendocino, CA 95460	Raquel.Taylor@mendocinomusic.org	707-937-2044	

Please attach additional paper if needed for additional vendors

***PHF: Booths serving Potentially Hazardous Food (PHF).** Potentially Hazardous Foods are foods which are typically high in protein content, contain moisture, have neutral or slightly acidic pH levels, and have a history of foodborne illness outbreaks and a natural potential for contamination due to production and processing methods. Examples are:

Tofu or soy protein foods, Meat—beef, pork, lamb, etc, milk and milk products, fish, sliced melons, cooked rice, beans, or other heat-treated plant foods, baked or boiled Potatoes, Garlic-in-Oil mixtures, sprouts and raw seeds, shellfish and crustacea synthetic ingredients.

***NPHF: Booths serving Non-Potentially Hazardous Foods (NPHF).** Examples of Non-Potentially Hazardous Foods are as follows:

Cookies, breads, cakes, potato chips, popcorn, cotton candy, candy bars, etc.

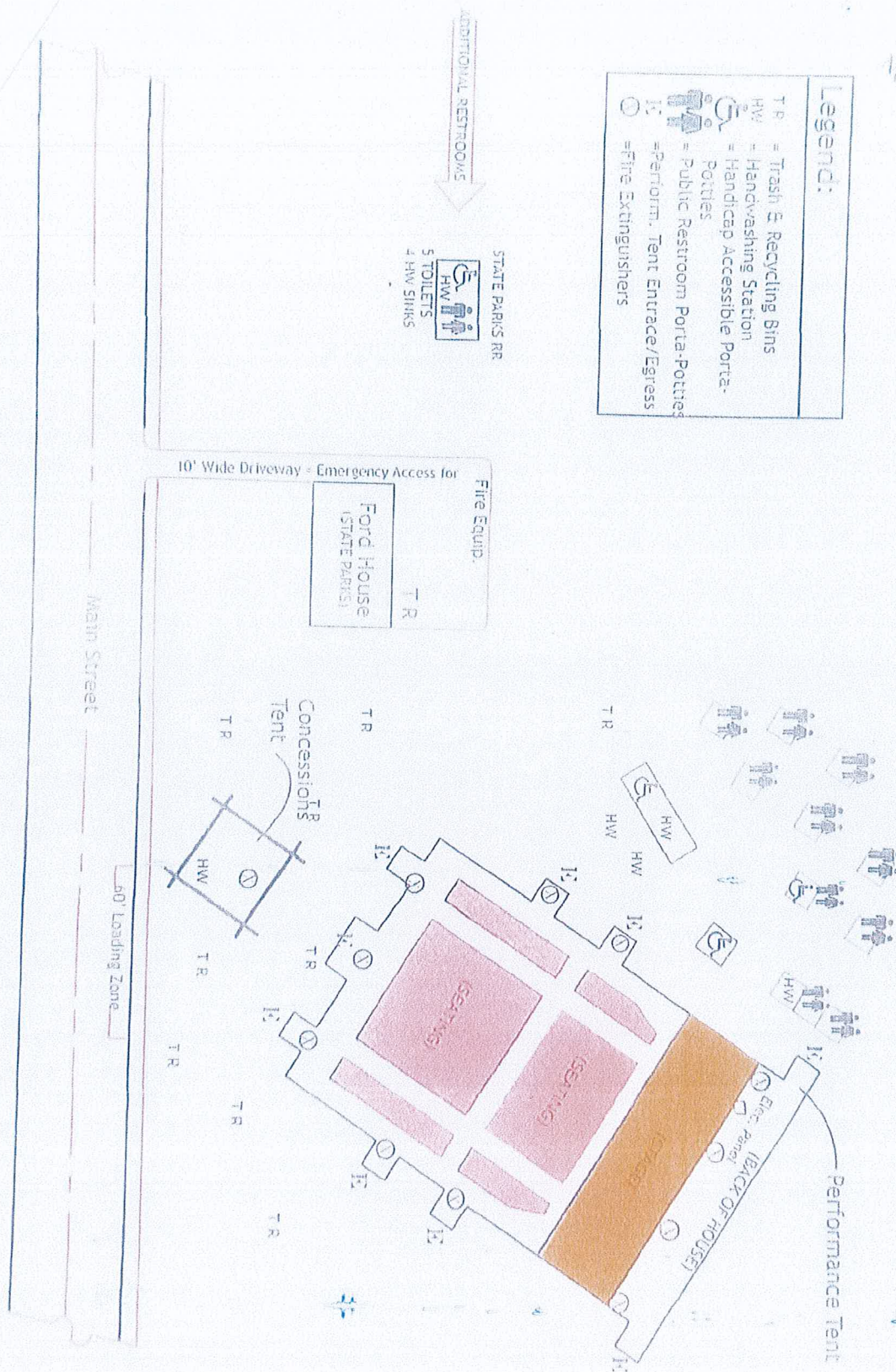
If you are unsure if the foods being provided are PHF or NPHF, please give our office a call.

Mendocino Music Festival Site Map

Location: Mendocino Headlands State Park
 Ford House Grounds
 45035 Main Street, Mendocino, CA
 Scale 1" = 50'



Legend:	
TR	= Trash & Recycling Bins
HW	= Handwashing Station
♿	= Handicap Accessible Porta-Potties
♿	= Public Restroom Porta-Potties
Ⓜ	= Perform. Tent Entrance/Egress
⦿	= Fire Extinguishers



Internal Revenue Service

District
Director

Department of the Treasury

PO Box 2350, Los Angeles, Calif. 90053

Person to Contact: W. Greer

Telephone Number: (213) 894-2336

Refer Reply to: EO (0228) 97

Date: MARCH 12, 1997

EIN: 94-3047133

MENDOCINO MUSIC FESTIVAL
P.O. BOX 1808
MENDOCINO, CA 95460-1808

Dear Taxpayer:

This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate this organization was recognized to be exempt from Federal income tax in October 1986 as described in Internal Revenue Code Section 501 (c) (3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the Code, because it is an organization described in Section 170 (b) (1) (A) (vi) .

The exempt status for the determination letter issued In October 1986 continues to be in effect, subject to an advance ruling period until

If you need further assistance, please contact our office at the above address or telephone number.

W. GREER
Disclosure Assistant

Thompson's PortaSeptic Service, Inc.

PO Box 2046
Fort Bragg, CA 95437
707-964-1172

Invoice

Date	Invoice #
6/27/2025	22156

Bill To
Mendocino Music Festival PO Box 1808 Mendocino, CA 95460

PROJECT	TERMS	SERVICE MONTH
MMF 2025	Min 50% due	July

Quantity	Description	Rate	Amount
	To be reserved for the Mendocino Music Festival 2025		
	Deliver Friday, June 27th for set-up and break-down crew		
1	Portable toilet rental, discounted price	110.00	110.00T
2	Cleaning Service to be completed on Thursday, July 3rd and Monday, July 28th (1 week before and after the event for the crew)	48.00	96.00
1	Free standing hand washing stations, discounted price	85.00	85.00T
2	Cleaning Service for Hand Wash Station to be completed on Thursday, July 3rd and Monday, July 28th (in conjunction with portable toilet for the crew)	45.00	90.00
1	Delivery and pick-up charge for Standard Units on 6/27/25	80.00	80.00T
	Pick up on the above equipment will be Monday, Aug 4th		
	Deliver Friday, July 11th for the festival		
2	Fleet event unit (pale grey restroom includes integrated sink, liquid soap, paper towels, wastepaper basket, solar interior light), discounted price	150.00	300.00T
1	ADA accessible portable toilet, discounted rate	165.00	165.00T
3	Free standing hand washing stations, discounted rate	85.00	255.00T
7	Portable toilet rental, discounted rate	110.00	770.00T
		Total	
Payments/Credits		Balance Due	

Thompson's PortaSeptic Service, Inc.

PO Box 2046
Fort Bragg, CA 95437
707-964-1172

Invoice

Date	Invoice #
6/27/2025	22156

Bill To
Mendocino Music Festival PO Box 1808 Mendocino, CA 95460

PROJECT	TERMS	SERVICE MONTH
MMF 2025	Min 50% due	July

Quantity	Description	Rate	Amount
	Service for the above equipment, every other day (7 cleanings, includes all equipment delivered)		
63	Cleaning Service to all standard units and the ADA (9 units x 7 cleanings), discounted rate	48.00	3,024.00
14	Clean for Fleet Units (2 units x 7 cleanings), discounted rate	58.00	812.00
28	Cleaning Service for Hand Wash Station (4 units x 7 cleanings), discounted rate	45.00	1,260.00
2	Delivery and pick-up charge for Standard Units on 7/28/25 - 2 loads required	80.00	160.00T
1	Delivery charge for ADA Units	120.00	120.00T
	Sales Tax	7.875%	161.04
		Total	\$7,488.04
Payments/Credits		\$0.00	Balance Due \$7,488.04



Environmental Health Division

TEMPORARY FOOD FACILITY APPLICATION AND PERMIT

FOR ALL FOOD VENDORS OPERATING A FOOD BOOTH AT A COMMUNITY EVENT OR FAIR

public health
Mendocino County

Ukiah Office: 860 N Bush Street
Ph: 707-234-6625

enviroh@mendocinocounty.gov

Fort Bragg Office: 120 W Fir Street
Ph: 707-961-2417

NOTE: Application and fee shall be submitted a minimum of (5) business days prior to the event to avoid a late fee. Applications may be paid for online at mendocinocounty.gov/eh. If paid online, please email us the application with payment receipt

Payment is required at time of submittal in order to be reviewed

Permit Types and Fees (Please read carefully, then check the appropriate box and submit the complete information required)

☐ Non-Potentially Hazardous Food Permit \$76
\$80

If application and fee are received 5 days prior to the event
If application and fee are received less than 5 days prior to the event

Non-Potentially Hazardous Foods: Fruit pies, dry goods, cereals, dehydrated foods, baked goods, cookies, chips, popcorn, candy, soda pop, most items that don't require temperature controls:

☐ Potentially Hazardous Food Permit \$92
\$95

If application and fee are received 5 days prior to the event
If application and fee are received less than 5 days prior to the event

Potentially Hazardous Foods: Tofu or other soy products, beef, pork, lamb, milk products, cooked rice, beans, sprouts, raw seeds, shell eggs, sliced melons, poultry, fish, potatoes, garlic-in-oil mixtures, shellfish, crustacea, most items that require temperature control.

☐ Veteran's Food Permit

DD214

Fee Exempt: A copy of DD214 must accompany application 5 days prior to event

☒ Non-Profit Food Permit Tax ID #: 94-3047133

Fee Exempt: Tax ID# and document must accompany application 5 days prior to event

PLEASE PRINT CLEARLY. All information requested must be completed. If something does not apply to your operation, mark "N/A" in the space provided

Food Booth Name: Mendocino Music Festival Booth Contact Person: Raquel Taylor
Contact Person Phone: 707-937-2044 Mailing Address: PO Box 1808, Mendocino, CA 95460
Email Address: Raquel.Taylor@mendocinomusic.org Name of Event: Mendocino Music Festival
Event Coordinator: Raquel Taylor Event Dates: 7/12/25 - 7/26/25
Event Address: 45035 Main Street, Mendocino, CA Hours of Operation: 6pm - 8pm and 7pm - 9:00pm

Is offsite food preparation required? ☐ YES ☒ NO If you checked "Yes", give location: Food is prepackaged

Please Note: You may NOT prepare or store any food at home. All preparation shall take place in either a licensed facility or in your booth at the event.

Utensil Washing Station Available? ☐ Yes ☒ No

Hand Washing Station Available? ☒ Yes ☐ No

Cooking equipment used in booth: None

How will hot food be kept hot? N/A

How will cold food be kept cold? On site refrigerators

Water Source: Whispering Pines

Food / Beverages to be Provided: Prepackaged cookies, beer, wine

Read the following statement, then sign and date below: In applying for this permit, I have read and am familiar with the operational requirements found in the Guidelines for Operating a Temporary Food Booth at a Fair or Community Event, and I agree to comply with all legal requirements:

Signature: Raquel Taylor Date: 4/8/25

DO NOT WRITE BELOW — FOR EH OFFICE USE

Approved By: M
Permit Issue Date: 5/6/2025

Payment Information:
Date Rec'd: _____ Payment #: _____
Amount Rec'd: _____ Rec'd By: _____

MATTHEW C. KENDALL
Sheriff-Coroner



Undersheriff John Magnan

Captain Quincy Cromer
Patrol Division Commander

Captain Gregory L. Van Patten
Corrections Division Commander

County of Mendocino Office Of The Sheriff-Coroner

May 21, 2025

Deputy Treasurer-Tax Collector
501 Low Gap Road, Room 1060
Ukiah CA 95482

Dear Deputy Treasurer-Tax Collector:

I have reviewed the proposed security plan for the Mendocino Music Festival and feel that it is adequate for the event. However, since the festival is held on State Park property State Park approval should be attained as well.

If you have any further questions regarding this matter please feel free to contact me at 964-6308.

Sincerely,

MATTHEW C. KENDALL
Sheriff-Coroner

By *Brandon A. Lee* #1303 :
Lt. Brandon A. Lee
Coast Area Commander

MK/BL/jnw
cc: File

SPECIAL EVENT PERMIT

APPROVED

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

INSTRUCTIONS: To apply for a Special Event Permit, submit a permit application packet (Permit, Supplement, Terms & Conditions, and \$35 filing fee). Permits will be reviewed on a first come, first serve basis. An event fee will be determined during the review. Submit all payments as a check or money order made out to CA State Parks and mailed to Sonoma-Mendocino Coast District Office, ATTN: Special Events, 12301 N. Hwy 1, Box 1, Mendocino, CA 95460.

APPLICANT/ORGANIZATION	Mendocino Music Festival		EMAIL	Raquel.Taylor@mendocinomusic.org	
ADDRESS	PO Box 1808		CITY/STATE/ZIP CODE	Mendocino, CA 95460	
CONTACT PERSON	Raquel Taylor		BUSINESS PHONE	(707) 937-2044	HOME PHONE ()
PARK UNIT	Mendocino Headlands State Park		LOCATION	Ford House Grounds, Mendocino, California	
SPECIFIC USE	Mendocino Music Festival concerts, setup & strike		DATE(S)	6/28/25-8/2/25	HOURS 10am-9:30pm

1. PURPOSE OF THE EVENT:

6/25/25

We present fine classical music, chamber music, big band, chorale, blues, world music and dance to the public. Our Mission Statement is attached.

2. PARK AREA/FACILITIES TO BE USED:

Mendocino Headlands State Park ad Ford House building and grounds use

3. MAXIMUM NUMBER OF PEOPLE EXPECTED TO ATTEND THE EVENT AT ONE TIME AND METHOD FOR LIMITING ATTENDANCE (THE STATE MAY LIMIT THE MAXIMUM ATTENDANCE WITHIN ITS DISCRETION DEPENDING ON THE EVENT LOCATION):

Maximum seating capacity is 830 persons. Seating is limited to that.

4. PLEASE ANSWER THE FOLLOWING QUESTIONS:

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does the event involve the sale or use of alcoholic beverages?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will additional fees be charged for participants (beyond regular facility fees)?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will items or services be sold at the event?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Are there any other special conditions or requirements? (e.g., accessibility - see page 2)

If you answered yes to any of the above questions or if liability insurance is required (see Special Event Permit Terms and Conditions), please complete and attach a DPR 246A, Special Event Permit Supplement.

I have read and accept the Special Event Terms and Conditions attached. I understand that the District Superintendent or authorized representative may terminate without prior notice any special event activity when it is necessary for the safety and enjoyment of the public, for the protection of the resources, or for violation of any rules or regulations of the Department of Parks and Recreation or conditions of this permit. I also understand that any Special Event Permit may be cancelled without notice in the event of disaster or unforeseen emergency.

SIGNATURE

DATE 2/20/2025

► *Raquel Taylor*

FOR DEPARTMENT COMPLETION ONLY				Fee & Insurance Record	
TOTAL PERMIT FEES	COMMENTS			Filing Fee: \$35	
	Event Fee: \$1/participant due by 10th of following month			Payment Type: Check #16152	
REVIEWED AND RECOMMENDED BY	DATE			Receipt # 166970	
► Erica Burson	4/15/2025			Insurance: Received, attached	
TITLE C07158C9562B410...	BUSINESS PHONE			(due month following event)	
Special Events Coordinator	(707)937-5804			Event Fee:	
ADDRESS	CITY/STATE/ZIP CODE			Payment Type:	
12301 N Hwy 1	Mendocino, CA 95460				
APPROVED BY	DATE			Receipt #	
► Tracy Weisberg	4/16/2025				
TITLE 25933FDC4EF449B...	BUSINESS PHONE				
State Parks Peace Officer Supervisor	(707)964-3689				
ADDRESS	CITY/STATE/ZIP CODE				
12301 N Hwy 1	Mendocino, CA 95460				
DIRECTOR APPROVAL (for alcoholic beverage sale of more than 4 days only)				DATE	
►					

SPECIAL EVENT PERMIT SUPPLEMENT

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

INSTRUCTIONS: Complete the information requested below then submit this form with your DPR 246, Special Event Permit.

Basic Considerations:

- Insurance documentation must be submitted and approved at least 30 days prior to the event.
- Fees may be waived for nonprofit events that are comptabel with and contribute to the Department's community involvement goals at the discretion of the District Superintendent. Your Special Event Coordinator will share more details on special event fees are evaluating the nature of your event.
- Summertime and holiday weekends are the busiest times for State Parks. Please be aware of this when planning your event. No events will be permitted during busy holiday weekends.
- The site must be restored to its original condition. As the permit holder, you are financially and legally responsible for any litter or damage to park property.

Provide a detailed description of your activity, including dates, times, and locations. For events that span multiple dates/locations, attach an itinerary with all dates/locations specified.

The Mendocino Music Festival will be presenting it's 39th season this year with full two-weeks of wonderful programming! The tent concert hall will host orchestra rehearsals daily from 10-1 and nightly concerts starting at 7:30 on all nights from 7/12 - 7/26 with an exception of two dark nights on 7/15 and 7/21 where no performances will happen.

Describe how your organization collections fees from participants. Is this activity included as part of a membership, or is this charged as a standalone event? How much is each participant charged?

Fees are collected on an event-by-event basis. Tickets range from \$15-\$60 each depending on where the attendee would like to sit.

How many people are you expecting? *Depending on the number of guests and location, a bathroom rental may be required.*

In 2024 we had roughly 5000 attendees at our tent concerts. We expect about the same, but hope for more!

How many vehicles are you expecting? *At locations with limited parking, a shuttle may be required.*

On the Ford House grounds parking area, 5-6 at various times.

What are the total hours the site will be occupied including set up and clean up? *Note: all set up & clean up must happen the same day of the event.*

Site will be occupied and security personnel present round-the-clock from June 28 through August 2, 2025.

Will seating or any other equipment or furnishing be set up? If so, specify:

An 8 pole tent, stage, and seating for 800+ people will be set up.

List any offsite vendors, suppliers, and/or caterers that will be hired by you for your event:

Employed crew will setup and strike the Tent Concert Hall on the bluffs. We also work with KemGas, Portasceptics, Redwood Waste Management

Do you plan on holding any additional activities on State Park Property outside of the reserved event area:

No, none of our other events are held on State Park land.

Please provide the name and contact of addition event planner(s) if applicable:

Raquel Taylor, 707-937-2044, Raquel.Taylor@mendocinomusic.org

FOR DEPARTMENT COMPLETION ONLY

SPECIAL CONDITIONS REQUIRED OF THE PERMITTEE BY THE DEPARTMENT OF PARKS AND RECREATION:

1. Parking spaces inside the fence next to the Ford House building are not to be used for the event. These spaces must remain available to Ford House staff, docents, and volunteers.
2. Vendors may not drive onto the lawn to drop off equipment. Everything must be carried or hand carted to the location of the ceremony. Vendor vehicles may not park on or block the roadway leading to the Ford House Lawn.
3. This is a public area. Permittee may not reserve, cordon off, or otherwise prohibit the use of the area to the rest of the visiting public.
4. Only use sleeves for tent staking. Do not drive on the grass past the typical semi-trailer drop-off location.
5. Bathrooms to the east of the Ford House are closed at night and not available past 9pm.
6. Submit proof of rental for the following: Portable restrooms _____ Wash stations _____ Garbage bins _____

Have accessibility issues been addressed? ☐ YES ☐ NO

EXCEPTIONS TO SERVICES PROVIDED BY THE STATE AS LISTED IN SPECIAL EVENT PERMIT AND CONDITIONS:

THE ITEMS CHECKED BELOW MUST BE RECEIVED AT THE DISTRICT PRIOR TO THE EVENT UNLESS OTHERWISE STATED.

- ☐ \$ _____ Permit
- ☐ \$ _____ Damage Deposit
- ☐ Proof of liability insurance coverage (Certificate of Insurance) in an amount not less than the following:
 - ☐ Combined single limit (CSL) \$500,000 per occurrence (must be received at least 60 days in advance of event)
 - ☐ Combined single limit (CSL) \$1,000,000 per occurrence (must be received at least 60 days in advance of event)
 - ☐ Public liability \$300,000 each person; \$500,000 each occurrence. Property damage, liability and products damage liability \$200,000.
- ☐ Copy of license to sell alcoholic beverages from the California Department of Alcohol and Beverage Control (must be received at least 10 days in advance of event)

☐ YES ☐ NO WALK THROUGH CONDUCTED WITH PERMITTEE.

COMMENTS:



State Parks Special Events Rules & Restrictions

Sonoma-Mendocino Coast District

We are proud to be able to make these areas available for your private function. However, our primary objective is the preservation of the parks' cultural and natural resources for the enjoyment of all people. Please initial next to each item below to indicate that you understand and will adhere to the outlined State Parks Special Events Policies.

- RT State Park special event locations remain open to the public. A Special Event permit **does not ensure exclusive use of the space.**
- RT Your event fee does not cover park's day use fee. **Each vehicle is still required to pay a day use fee.**
- RT All vehicles must legally park in designated parking spaces. No part of a parked vehicle may be in the roadway.
- RT All parking spaces are first come, first serve. **Spaces may not be reserved, cordoned off, or saved.**
- RT Vehicles may not drive on the beach, bluffs, or any other part of the park other than approved parking lots and roadways.
- RT **Nothing may be tossed, thrown, or released** including flower petals, birdseed, rice, balloons, glitter, streamers, confetti, etc.
- RT Pampas grass and gorse are not permitted.
- RT Drones for filming and photography are not permitted.
- RT Grounds must remain undisturbed. **Digging holes, driving stakes or poles, etc., is strictly prohibited.**
- RT No incendiary devices, candles, or other open flame allowed outdoors without clear indication on permit.
- RT **All equipment must receive prior approval** (including but not limited to seating, flowers/plants, arches, sound equipment, generators, heating devices, etc.) Flags, tents, canopies, or arches may not be set up unless approved in permit.
- RT All Park units are open for day use from **6 a.m. to 1 hour after sunset**. All special event activities (including set-up and clean-up) should take place during this day-use period.
- RT Permits do not include camping reservations. All camping reservations must be made through Reserve California by phone at 1-800-444-7275 or online at www.reservecalifornia.com.

I have reviewed and agree to the rules and restrictions outlined. **I understand that any violation could result in a fine, a withholding of damage deposits applied to the event, and denial of future permit requests.**

Signature: Raquel Taylor Date: 2/20/25

State Parks Special Events Conditions Acknowledgment

By signing, I acknowledge the following:

- Permits are not transferrable to other parties, locations, or dates. Special circumstances can be discussed for emergency rescheduling, though nothing can be assured.
- State Parks is not responsible for any damage or loss resulting from leaving event equipment unattended.
- It is the responsibility of the permittee to **ensure that special event rules and regulations are followed by all participants of the event** (including all guests, vendors, caterers, florists, etc.).
- It is the responsibility of the permittee to **pay for any damages** to the Park resulting from the event.
- A permit may be rescinded at the discretion of Park Staff.

Signature: Raquel Taylor Date: 2/20/25

SPECIAL EVENT ACCESSIBILITY CHECKLIST

1. If the expected attendance is a thousand or more, have ASL interpreters been hired to be present during programs or activities?
2. If providing additional toilet facilities, such as portable toilets, have additional (20% plus one) accessible toilet facilities been provided?
Yes, an accessible toilet will be provided.
3. Are wheelchair seating spaces, with companion seating, provided in assembly areas?
Yes, wheelchair and companion seats will be provided.

Seating Capacity

1 - 50
51 - 300
301 - 500
over 500

Wheelchair Seating Space

2
4
6
Add 1 per 100

4. Are individual wheelchair seating spaces at least 30" wide and 60" in length? Yes.
5. If the seating capacity is more than 300, are the wheelchair seating areas in more than one location? Yes.
6. If providing additional parking spaces, has the number of accessible parking spaces been increased?

7. Total Number Of

Parking Spaces

1 - 25
26 - 50
51 - 75
76 - 100
101 - 150
151 - 200
201 - 300
301 - 400
401 - 500
501 - 1000

Minimum Number Of Accessible

Parking Spaces Required

1 Van Accessible Space
2 Including One Van Accessible Space
3 Including One Van Accessible Space
4 Including One Van Accessible Space
5 Including One Van Accessible Space
6 Including One Van Accessible Space
7 Including One Van Accessible Space
8 Including One Van Accessible Space
9 Including One Van Accessible Space
2%, Including Three Van Accessible Spaces

7. For outdoor events, has an adequate number of shaded seating areas been provided?
8. Are "visiting" exhibits physically accessible? Yes.
9. Are stages and their path(s) of travel accessible? Yes.
10. Does advertising include a phone number for persons requesting special accommodation?
Yes.

SPECIAL EVENT PERMIT TERMS AND CONDITIONS

Special Event Permits, when approved, shall be issued subject to the following provisions:

1. All activities and arrangements for advance preparations within the above named unit, shall be at the direction of the District Superintendent or authorized representative.
 2. Rules and regulations of the Department of Parks and Recreation unless specifically exempted or otherwise noted shall be observed by the permittee, employees, agents, or contractors.
 3. The only special activities granted permittee herein are those which are listed in writing on the permit.
 4. No structures or sets may be constructed unless specifically provided for and described in writing, no digging or excavation is permitted, and no shrubbery or trees are to be cut, trimmed or injured. No additions, alterations, modification, or decorations may be affixed to any Department of Parks and Recreation facility without specific written approval of the District Superintendent.
 5. Fires will not be permitted except upon the specific written approval of the District Superintendent and under specific direction.
 6. Vehicles under the authority of the permittee will be parked in areas designated by the District Superintendent.
 7. Permittee will control all traffic and vehicles associated with the event as directed by the District Superintendent.
 8. Permittee will maintain the permitted area in a clean and sanitary condition and will restore the area to the condition in which it was received to the satisfaction of the State.
 9. Permittee will repair or be billed at the discretion of the State any and all damage to the park unit or any State property which was a result of permittee's activities. State will be the sole judge of the extent of damage and the extent of repairs required to remedy the damage. All repairs will be performed to the satisfaction of the State.
 10. The State may require at its discretion, the following special conditions:
 - a) Fire control measures and additional fire fighting equipment to be furnished by permittee as required by the District Superintendent.
 - b) First-aid service to be supplied by permittee, including ambulance service, doctors or nurses.
 - c) Additional police protection and/or traffic control personnel. Policing of the event will be provided by permittee and at own expense.
 - d) Parking arrangements required for permittee's operating personnel.
 - e) Additional sanitary facilities as required by the District Superintendent. Sanitary facilities over and above those furnished by State may be provided by permittee and at own expense.
- The permittee will be charged a fee based on the number of hours and job classification of State personnel required to meet any special condition.
- All special conditions and associated fees will be listed on the permit.
11. Unless otherwise specified on the Special Event Permit, the State agrees to provide the following services, if available or appropriate.
 - a) Maintain public restrooms.
 - b) Provide fresh water.
 - c) Provide electricity.
 - d) Provide garbage cans and remove refuse.
 - e) Clean all areas prior to occupancy by permittee.

12. The interest of permittee created by this agreement may be subject to property taxation. Permittee agrees to pay any possessory interest tax or any other tax levied on such interest and to indemnify the State from any damage or loss arising, by reason of such tax or Revenue Taxation Code Section 107.6.
13. Permittee may be charged a permit fee in addition to normal park fees, based on costs incurred by the State, size and scope of the event, and prevailing fees for commercial facilities in the locality.
14. Depending on circumstances and probability of occurrence, permittee may be charged a damage deposit as determined by the District Superintendent. Costs for damage repair and any fines or penalties for noncompliance with permit conditions will be deducted from this deposit. The District Superintendent shall determine if all or only a portion of the deposit is refundable.
15. The District Superintendent may terminate without prior notice any special event activity when it is necessary for the safety and enjoyment of the public for the protection of resources, or for violation of any rules or regulations of the Department of Parks and Recreation or conditions of this permit. In addition, any Special Event Permit may be cancelled without notice in the event of disaster or unforeseen emergency.
16. It is an express condition of this permit that the State, its officers, agents and employees shall be free from any and all liabilities and claims for damages and/or suit for or by reason of any death of or injury or injuries to any person or persons or damages to property of any kind whatsoever, whether the person or property of permittee, its agents or employees, or third persons, from any cause or causes whatsoever while in or upon said premises or any part thereof during the term of this permit or occasioned by any occupancy or use of said premises or any activity carried on by permittee in connection therewith; and permittee hereby covenants and agrees to indemnify and to save harmless the State, its officers, agents and employees from all liabilities charges, expenses (including counsel fees) and costs on account of or by reason of any such deaths, injury, liabilities, claims, suits, or losses however occurring or damage growing out of same.
17. For events having greater potential hazard or liability to the State than is incurred through typical daily park activities, permittee will be required to provide the District Superintendent with a certificate of insurance with required endorsements as proof of liability insurance coverage. The policy will cover the period of the permit and will be in an amount no less than one of the following as determined by the District Superintendent:
 - Public Liability \$300,000 each person, \$500,000 each occurrence. Property Damage Liability and Products Damage Liability \$200,000; OR
 - Combined single limit (CSL) \$500,000 per occurrence; OR
 - Combined single limit (CSL) \$1,000,000 per occurrence.

Insurance policies shall be underwritten to the satisfaction of the State and shall contain the following special endorsement:

State of California, its officers, employees, and servants are included as additional insured but only insofar as operations under this contract or permit are concerned;

The insurer will not cancel or reduce the insured's coverage during the period that this permit is in effect or without 30 days prior written notice, whichever is shorter, to State.

This cancellation provision shall not be construed in derogation of the duty of the permittee to furnish insurance during the entire term of the permit.

18. Contacts relating to the insurance policy and payment of fee and in regard to the permit generally may be made through the District Superintendent.

PERMIT RESTRICTIONS AND/OR SPECIAL CONDITIONS

1. Parking spaces inside the fence next to the Ford House building are not to be used for the event. These spaces must remain available to Ford House staff, docents, and volunteers.
2. Vendors may not drive onto the lawn to drop off equipment. Everything must be carried or hand carted to the location of the ceremony. Vendor vehicles may not park on or block the roadway leading to the Ford House Lawn.
3. This is a public area. Permittee may not reserve, cordon off, or otherwise prohibit the use of the area to the rest of the visiting public.
4. Only use sleeves for tent staking. Do not drive on the grass past the typical semi-trailer drop-off location.
5. Bathrooms to the east of the Ford House are closed at night and not available past 9pm.
6. Submit proof of rental for the following:
Portable restrooms _____
Wash stations _____
Garbage bins _____
7. Event fee of \$1/participant must be paid to California State Parks by August 10, 2025.

By signing, I acknowledge that I have read and understand the above permit restrictions and/or special conditions.

Signed by:
Signature: Raquel Taylor
A467B968E5EC41A...

Date: 4/21/2025



MENDMUS-01

AAGLORO

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0603247 George Petersen Insurance Agency, Inc. P.O. Box 1180 Santa Rosa, CA 95402		CONTACT NAME: PHONE (A/C, No, Ext): (707) 964-1271 FAX (A/C, No): (707) 964-0108 E-MAIL ADDRESS: info@gpins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Nonprofits' Insurance Alliance of California	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

INSURED

Mendocino Music Festival Association
 P.O. Box 1808
 Mendocino, CA 95460

COVERAGES

CERTIFICATE NUMBER:
REVISION NUMBER: 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		01-CP-0005480-01-22	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 LIQUOR LIABILIT \$ 100,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			01-CP-0005480-01-22	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in Nh) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Use of facility as a Green Room for musicians to prepare for stage/ Ford House

Mendocino Area Parks Association, The State of California, its officers, agents, employees and servants are included as additional insured in respct to general liability per, CG 20 11 12 19. Cancellation Wording applies per IL 00 17 11 98; Attached

CERTIFICATE HOLDER

CANCELLATION

Sonoma Mendocino Coast District
 12301 N. Hwy 1, Box 1
 Mendocino, CA 95460

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Rolls Diner

POLICY NUMBER: 01-CP-0005480-01-22

COMMERCIAL GENERAL LIABILITY
CG 20 11 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

<p>Designation Of Premises (Part Leased To You): All insured premises and operations.</p>
<p>Name Of Person(s) Or Organization(s) (Additional Insured): Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy, in consideration of food contributions or client referrals you receive from them.</p>
<p>Additional Premium: \$ 0</p>
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by you or those acting on your behalf in connection with the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

COMMON POLICY CONDITIONS

All Coverage Parts included in this policy are subject to the following conditions.

A. Cancellation

1. The first Named Insured shown in the Declarations may cancel this policy by mailing or delivering to us advance written notice of cancellation.
2. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least:
 - a. 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or
 - b. 30 days before the effective date of cancellation if we cancel for any other reason.
3. We will mail or deliver our notice to the first Named Insured's last mailing address known to us.
4. Notice of cancellation will state the effective date of cancellation. The policy period will end on that date.
5. If this policy is cancelled, we will send the first Named Insured any premium refund due. If we cancel, the refund will be pro rata. If the first Named Insured cancels, the refund may be less than pro rata. The cancellation will be effective even if we have not made or offered a refund.
6. If notice is mailed, proof of mailing will be sufficient proof of notice.

B. Changes

This policy contains all the agreements between you and us concerning the insurance afforded. The first Named Insured shown in the Declarations is authorized to make changes in the terms of this policy with our consent. This policy's terms can be amended or waived only by endorsement issued by us and made a part of this policy.

C. Examination Of Your Books And Records

We may examine and audit your books and records as they relate to this policy at any time during the policy period and up to three years afterward.

D. Inspections And Surveys

1. We have the right to:
 - a. Make inspections and surveys at any time;

- b. Give you reports on the conditions we find; and
- c. Recommend changes.

2. We are not obligated to make any inspections, surveys, reports or recommendations and any such actions we do undertake relate only to insurability and the premiums to be charged. We do not make safety inspections. We do not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public. And we do not warrant that conditions:
 - a. Are safe or healthful; or
 - b. Comply with laws, regulations, codes or standards.

3. Paragraphs 1. and 2. of this condition apply not only to us, but also to any rating, advisory, rate service or similar organization which makes insurance inspections, surveys, reports or recommendations.

4. Paragraph 2. of this condition does not apply to any inspections, surveys, reports or recommendations we may make relative to certification, under state or municipal statutes, ordinances or regulations, of boilers, pressure vessels or elevators.

E. Premiums

The first Named Insured shown in the Declarations:

1. Is responsible for the payment of all premiums; and
2. Will be the payee for any return premiums we pay.

F. Transfer Of Your Rights And Duties Under This Policy

Your rights and duties under this policy may not be transferred without our written consent except in the case of death of an individual named insured.

If you die, your rights and duties will be transferred to your legal representative but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.



MENDMUS-01

AVALLE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0603247
George Petersen Insurance Agency, Inc.
P.O. Box 1180
Santa Rosa, CA 95402

CONTACT NAME:
PHONE (A/C, No, Ext): (707) 964-1271 FAX (A/C, No): (707) 964-0108
E-MAIL ADDRESS: info@gpins.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : Nonprofits' Insurance Alliance of California 11384

INSURER B :

INSURER C :

INSURER D :

INSURER E :

INSURER F :

INSURED

Mendocino Music Festival Association
P.O. Box 1808
Mendocino, CA 95460

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		01-CP-0005480-01-22	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 LIQUOR LIABILIT \$ 100,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			01-CP-0005480-01-22	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Use of facility as a Green Room for musicians to prepare for stage/ Ford House

Mendocino Area Parks Association are named as additional insured with respects to General Liability per, CG 20 11 12 19.

CERTIFICATE HOLDER

Mendocino Area Parks Association
PO Box 1387
Mendocino, CA 95460

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designation Of Premises (Part Leased To You): All insured premises and operations.
Name Of Person(s) Or Organization(s) (Additional Insured): Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy, in consideration of food contributions or client referrals you receive from them.
Additional Premium: \$ 0
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by you or those acting on your behalf in connection with the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

1040027
ENDORSED
FILED

In the office of the Secretary of State
of the State of California

ARTICLES OF INCORPORATION

OCT 27 1986

OF

MARCH FONG EU, Secretary of State

MENDOCINO MUSIC FESTIVAL ASSOCIATION

I

The name of this corporation is MENDOCINO MUSIC FESTIVAL ASSOCIATION.

II

- A. This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for charitable purposes.
- B. The specific purpose of this corporation is to provide musical events for the cultural and educational benefit of the community.

III

The name and address in the State of California of this corporation's initial agent for service of process is:

Mary Cardiff, Attorney at Law
17533 E. Kirtland Way, ~~P.O. Box 822~~
Fort Bragg, California 95437

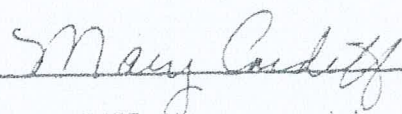
IV

- A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.
- B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including publishing or distribution of statements) on behalf of any candidate for public office.

V

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

DATED: August 10, 1986



MARY CARDIFF, Attorney and Agent

Internal Revenue Service

District
Director

Department of the Treasury

PO Box 2350, Los Angeles, Calif. 90053

Person to Contact: W. Greer

Telephone Number: (213) 894-2336

Refer Reply to: EO (0228) 97

Date: MARCH 12, 1997

EIN: 94-3047133

MENDOCINO MUSIC FESTIVAL
P.O. BOX 1808
MENDOCINO, CA 95460-1808

Dear Taxpayer:

This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate this organization was recognized to be exempt from Federal income tax in October 1986 as described in Internal Revenue Code Section 501 (c) (3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the Code, because it is an organization described in Section 170 (b) (1) (A) (vi) .

The exempt status for the determination letter issued in October 1986 continues to be in effect, subject to an advance ruling period until

If you need further assistance, please contact our office at the above address or telephone number.

W. GREER
Disclosure Assistant

Mendocino Music Festival Site Map

Location: Mendocino Headlands State Park
Ford House Grounds
45035 Main Street, Mendocino, CA
Scale 1" = 50'



Legend:	
TR	= Trash & Recycling Bins
HW	= Handwashing Station
	= Handicap Accessible Porta-Potties
	= Public Restroom Porta-Potties
	= Perform. Tent Entrance/Egress
	= Fire Extinguishers

