

# BANNACK DAYS 2018

## I. GENERAL POLICIES-ALL PARTICIPANTS

Bannack Days is a time of celebration and fun. “SMILE & BE HAPPY! Remember that, try as we might to have everything accounted for and planned for a smooth operation, this event takes place at the whims of mother nature, the well-meaning efforts of dozens of volunteers and an unpredictable number of visitors. Be patient, helpful and forgiving.” Also, the intent of Bannack Days is to re-create an authentic, Montana Frontier atmosphere, and allow visitors the opportunity to “step back in time and experience history where it actually happened.” We strive to maintain a high quality, family oriented, educational, non-commercial atmosphere. It is not intended to be a fundraiser for the park, and all sales are limited to items that are part of a frontier craft demonstration. There are limited funds available to pay for services or reimburse volunteers for their expenses. All Bannack Days expenses deplete the general Bannack budget, and therefore limit work that can be done.

### 1. PARTICIPANTS:

- Participation in Bannack Days is limited to pre-approved individuals and groups. We strive to provide a well-rounded mix of skills, talents and demonstrations.
- In order to accommodate all participants, group size is **limited to 10 people**.
- Group leaders are responsible for returning paperwork for all group members, distributing camping (limit 2 spaces per group) and entrance passes (limit 5 per group or 1 per couple/family) and ensuring that group members follow the established policies (parking, no smoking, no pets, etc.)
- No one will be allowed to camp free without a pass and must be on the pre registration camping list. Camping pass must be kept in the window of your vehicle.

### 2. DRESS CODE:

- **All participants** are expected to dress in the clothing of the time period. (Please no tank-tops, sleeveless shirts or sleeveless blouse, flip-flops, sandals, shorts, ect. / Women must wear period dress or skirt & sleeved blouse, no pants/jeans. / Men period clothes or blue jeans and western type long-sleeve shirt—no **designer** jeans or shirts.
- Such dress will be a factor in awarding concessions and accepting historic skill demonstrations.
- If anyone in your group is not in period dress they can not participate and will be a violation of compliance, placing your group in jeopardy of not being allowed back the following year. Only one warning will be given.

### 3. PUBLIC INTERACTION/INTERPRETATION

- The intent of Bannack Day’s is to recreate an authentic Montana Frontier atmosphere and allow the visitors to step back in time and to experience history as it actually happened.
- It is important to engage the park visitor in your demonstration or skills in a way were history comes alive to them in a meaningful educational way.

### 4. HOURS OF OPERATION:

- Skill demonstrations must be provided from 9:00am until 5:00pm Saturday and 9:00 – 4:30 pm on Sunday.
- Breakfast **will be sold** at the Hotel Meade from 7:00am until 10:00am both days.
- **Other food concessions must operate at a minimum of 9:00 am for snacks, 10:00 am for lunch, and go until 5:00 pm Saturday and 4:30 Sunday. Closing early will be a violation of compliance, placing your group in jeopardy of not being allowed back the following year. Only one warning will be given.**

### 5. DRIVING IN BANNACK:

- Due to state policies, only state employees or pre-approved volunteers 18 years of age or older with proof of a valid driver's license will be allowed to drive state vehicles or Model AA.
- **The use of modern vehicles in the Bannack Townsite is prohibited between 9am and 5pm on Saturday and 9am and 4:30pm on Sunday.**
- All supplies and materials necessary for food vendors, skill demonstrations and exhibits must be delivered and picked up before or after this time. **NO EXCEPTIONS.**
- Essential deliveries during the day (ice, ice cream, ect...) will need to be coordinated with the Park’s Model AA truck and the Bannack lead Maintenance workers.

### 6. CAMPING:

- **Each group of participants is limited to two campsites and no more than 8-10 people. Each of the two campsites must have at least one person who is volunteering for four or more hours daily.**  
Campsites are available on a first come/first served basis at the Road Agent Campground or at the Yankee Flats Group Use Area. No tents will be allowed in Road Agent Campground, they will be directed to the Group Use Area. If you are tenting your vehicle must be moved to the designated parking area after you have unloaded.
- Camping passes must be displayed in the vehicle window at all times.
- Campsites may not be reserved or held for someone. Nor may campsites be unattended overnight.
- Campers and motor homes are arranged to maximize use of the space available and there is little privacy.
- Once the campground fills, limited, primitive camping may be available. **Please Note:** no open fires are allowed.
- Free camping for Bannack Days participants may be provided Friday through Sunday.
- **Please Note:** Camping may also be available for a fee at the Vigilante Campground, however due to the **Campground reservation system**, sites need to be reserved ahead of time, once the designated sites are full, the campground is closed to any additional camping units.
- **Participants arriving before Friday night will have the choice of volunteering a minimum of four hours per day or pay for camping.** (Must be pre-approved)
- Quiet hours in the campground are 10:00 pm until 7:00 am (please be considerate of others). (All children under 18 must be with their parents after dark)
- Remember this is a family event, so please be considerate of the families around you and **keep profanity and drinking under control** as not to offend those camping around you--even for those who camp in the townsite.

## 7. SIGNS & SCHEDULES:

- Only signs and schedules that have been pre-approved by the Bannack Park Manager may be displayed.
- **Approved signs will be painted on old wood.**

## 8. SAFETY:

### EMERGENCY MEDICAL NEEDS:

- For emergency medical needs, a first aid station will be available at the State House. If available an ambulance will be parked behind the State House.

### NO SMOKING:

- A No Smoking policy is in effect and enforced in the Bannack townsite.
- Smoking is allowed in designated locations in the two parking lots, in the campgrounds and in the picnic area.
- Violators of this policy will be asked to leave the park and will not be included in future Bannack Days.

### FIREARMS:

- For **ANY** participants carrying a period weapon during Bannack Days, **Please Note:** A “**Period Weapon Safety Policy**” will be in effect. (If you carry a period firearm / weapon you **must** take the safety class **each year**.)
- At the end of the course you will receive an arm band to wear showing you have permission to carry your period weapon. These must be worn at all times and not kept in your pocket.

## 9. PARKING:

- **All Bannack Days participants are required to park either in the campgrounds or on the east end of townsite beyond the shop complex (follow the parking directional signs).**
- Parking at the Visitor Center Parking lot is reserved for the elderly and those with a disability pass.
- Shuttle vans will pick up participants from the camping areas and the east end of town in order to limit traffic.

## 10. PETS:

- Volunteers **may NOT bring pets** to Bannack Days, unless you **show medical paperwork** showing that your pet is a medical service companion.
- The only horses permitted are those involved in a pre approved demonstration/concession, or pulling wagons.

## 11. BOOTHS: Booths and shelters used during Bannack Days must be:

- Provided by the participants
- Pre-approved by the Park Manager
- Rustic in nature (canvas and wood poles--**no plastic tarps or aluminum tubing**),
- Non-permanent

## 12. LOCATION:

- The Park Manager will assign a site location for each demonstration or concession.

- Locations may not be changed without managers approval.

### 13. PAPERWORK:

- All applications are due back to Bannack by **April 1st**.
- All Bannack Days participants must complete paperwork and permits in advance. (Addresses, phone numbers, ect.)
- **\*NOTE: No applications will be accepted after the deadline date of April 1st. Only exceptions are if you want to be a general volunteer, helping 4 hours or more each day.**
- **Please Note: Permission will be granted to Bannack SP to utilize all pictures taken during this event for promotional purposes, unless the attendee provides Bannack SP with a written notice within 10 days following this event that they don't want their pictures used for promotional purposes.**

### 14. FREE ENTRANCE PASS:

- **All pre-approved, registered groups will receive up to 5 free entrance passes, or 1 per couple. After those 5 you will be charged the special event fee for each extra car. (Passes are not for your guest!) If you forget your pass or lose your pass or didn't get one (not responsible for lost mail) you will have to pay the event entrance fee. You can no longer just say "I'm with \_ group or you know me or I've been coming 40 years."**
  - Please keep your entrance pass in your vehicle window.
  - Those in other groups (such as Gunfighters) that are also volunteering 4+ hours doing whatever we need will automatically receive a car pass in mail (1 per couple).

### 15. BENEFITS:

- All pre-approved, registered persons participating in Bannack Days may receive the following:
  - Free camping passes. (Limit 2 per group) Keep in vehicle window also.
  - Entrance to the Friday night potluck . Please bring a potluck dish to share, and plates, cups and utensils for your group. (**Depending on available funding**, the Bannack Association will provide the meat).
  - Entrance to the Saturday night dinner sponsored by the Bannack Association. (**Must pre-register by April 1**)
  - A free Bannack Days poster, should one be available, depending on funding.
- All General Volunteer participants signed in, will be covered by workman's compensation insurance while volunteering **during their shift** at Bannack Day's. Venders and those selling will not be covered under State workman's compensation Insurance and should carry their own insurance.

## II. POLICIES: SKILL DEMONSTRATORS & NON-FOOD CONCESSIONS & MUSIC /DRAMA GROUPS

This group includes all skill demonstrators, Entertainment--musicians, poets, drama, gunfighters/doves, wagon ride providers, etc.

### 1. CRITERIA:

- All skill demonstrations, displays, skits, music or activities must be consistent with the Montana frontier and based in the general time period of 1860-early 1900's.
- Audience participation is strongly encouraged.

### 2. SALES:

- A skill demonstrator may only sell items that are being demonstrated and have been pre-approved by the Park Manager.
- Sales must be secondary to the skill demonstration and promotional materials for the sales items (unapproved signs, flyers, price lists) are prohibited. There will be a concession fee charged for any booth/concession selling. No booths with strictly sales items will be allowed.

### 3. REIMBURSEMENTS:

- There is a limited budget for Bannack Days. Priority for reimbursement will be:
- Out of pocket expenses necessary for skill demonstrators who do not sell anything such as candles. These items must be pre-approved and a receipt submitted. **Note: receipts must be submitted within 30 days after the Bannack Days event to receive reimbursement.** (Late submits will **not** be paid).

- Per diem for wagon ride providers.
- There will be **no gas/mileage** reimbursement, with the exception of the stagecoach.

### III. POLICIES: VENDERS

This group includes any person or group selling any food item, from entire meals to individual items, and any person charging a fee for their services.

#### 1. CRITERIA:

- A limited number of food vendors will be awarded.
- Criteria for selection will be based on type and variety of food offered, price scale, and format. We are looking for a variety of food items, with options for both meal packages and individual food items for a quick snack.
- Only rustic set-ups will be approved (no concession trailers or plastic tarped booths).
- Also considered in the selection will be past performance of a food concession. If the concession has operated at previous Bannack Days with consistent quality (cleanliness, good food, good service, no complaints, etc.), they will receive higher consideration.
- All food concessions will be required to complete and return a Beaverhead County Temporary Food Concession permits. The Beaverhead County Sanitarian will let you know if your concession will be approved.
- **Concessionaires / Vendors will need to provide and keep their own fire extinguishers in reach at all times.**
- **No lawn chairs or other non-period items are allowed to show at any concession.**
- **Food vendors /concessions must operate at a minimum of 9:00 am for snacks, 10:00 am for lunch, and go until 5:00 pm Saturday and 4:30 Sunday. Closing early will be a violation of compliance, placing your group in jeopardy of not being allowed back the following year. Only one warning will be given.**
- **Prices & menu may not be changed or added to after contracts are signed and returned.**
- **Please note:** Visitor Center will **not** be able to provide change to vendors. Sorry for any inconvenience

#### 2. FEES & BENEFITS:

- A \$50.00 (non-refundable) vender fee (**in by April 1<sup>st</sup>**) will be charged for each **food vender** and a late fee of \$100.00 will be charged **after the application deadline of April 1<sup>st</sup>**. All late applications after April 1st have 7 days to get application and late fee in or they forfeit their concession and it will be given to the next one on list. **(Late Vender / Skill demonstrations applications and fees later than April 8th will not be accepted)**
- All food/snack concessions will be required to provide **40 coupons** for free food and **60 coupons for late fee** applications. Bannack will decide which of the menu items will be given out in coupons. We will make-up and distribute all 40 or more free concessions coupons. These coupons will be distributed to general volunteers and skill demonstrators who are not selling items or receiving reimbursement for their services. (As in Policy) Food concessions offering **more than 40 free tickets will receive higher consideration** than a concession only offering the 40 tickets, if all other factors are equal.
- A \$50.00 (non-refundable) concession fee (in by April 1<sup>st</sup>) will be charged for each **Non-food concession** (all selling) and \$100.00 **after application deadline of April 1<sup>st</sup>**. This will remain; as we have concessions that provide a service for a fee such as: old time photos, horse rides and costume rentals. All late applications after April 1st have 7 days to get application and late fee in or they forfeit their concession and it will be given to the next one on list.

### IV. POLICIES: GENERAL VOLUNTEERS

This group includes people who direct traffic, pick-up litter, drive shuttle vans, assist with gold panning, assist with volunteer meals and any other volunteer duties.

#### 1. CRITERIA:

- All volunteers must complete the required paperwork in advance and must be willing to work a minimum of 4 hours per day volunteering.
- Volunteers should be at least 16 years old to volunteer alone. A parent must accompany younger volunteers—no volunteers under age 6.
- General volunteers (Does not apply to FWP workers) working a full day where ever assigned will receive one meal coupon--if available. (Does not apply to kids under age 12--they will receive a treat.) Gunfighters/Doves only doing skits and not volunteering also, will only be given a treat unless Sunday afternoon we have extra coupons available.