

E V A N S T O N  
**ART & BIG FORK**  
 F E S T I V A L

**FESTIVAL INFORMATION**

Friday, August 18 • 3pm-7pm  
 Saturday, August 19 • 10am-7pm  
 Sunday, August 20 • 10am-5pm

festival phone  
 (224) 253-2330

office phone  
 (847) 926 4300



**Green Ribbon Project**

<b>What?</b>	The Evanston Art & Big Fork Festival will feature an <u>optional program</u> for artists to support sales and also support an important cause. <b>Spinal Cord Injury Association</b> has been selected as the non-profit for this festival. Artists may opt in by putting 1-4 special ribbon(s) on their art. When this piece sells, 10% of the selling price goes to the non-profit. Artists simply fill out a form at the end of the show with the price and contribution and make the contribution directly.
<b>Why?</b>	The public feels good buying this special piece knowing some of the proceeds goes to the cause. You sell the art!

**THE OVERVIEW**

<b>BOOTH NUMBER</b>	Visit <a href="http://amdurproductions.com">amdurproductions.com</a> prior to festival for your <b>Booth Number</b> which may impact your <b>Flight Number/Setup time</b>
<b>GPS COORDINATE ONLY</b>	1740 Sherman Ave Evanston, IL 60201
<b>CHECK-IN &amp; SET UP</b>	Exact location will be announced one week prior to the festival via email. Go to the intersection of Clark and Sherman to be directed to check in. Artists must check-in in person with a valid government issued ID. <u>Friday, August 18:</u> 8am-10am: Even Numbered Booths 10:30am-12:30pm: Odd Numbered Booths <b>Do not bring your car into the festival area before 8am</b> so that we can be sure all of the public's cars are removed. <b>All ARTISTS MUST BE DONE SETTING UP BY 3PM ON FRIDAY, AUGUST 18. SHOW OPENS AT 3!</b>
<b>BIG FORK &amp; LIVE MUSIC</b>	This festival will include great live music and local restaurants all throughout the weekend, Friday, Saturday, and Sunday! The main stage and the "Big Fork" will be at the north end of the festival towards Clark Street.
<b>HASHTAG</b>	While posting, tweeting, and pinning, include <b>#EvanstonArtAndBigForkFestival</b> and tag us <b>@AmdurProductions</b>
<b>FEST PHONE</b>	<b>(224) 253 2330:</b> To reach our staff from festival setup through take down

**THE DIRECTIONS**

<b>FROM NORTH</b>	Take 94 East towards Chicago. 94 will split into 94 and 294. Stay left to stay onto 94 towards Chicago. Take the exit U.S. 41 S/Skokie Blvd. Turn left onto Lake Street. Take that to Green Bay Road and turn right. Continue onto Ridge Rd and turn left onto Church Street. The festival is located at the intersection of Church Street and Sherman Avenue
<b>FROM EAST</b>	Take I-90 East to 294 North. Then, take the exit for US 14/Dempster Street East. Take a left onto Ridge Road and a left onto Church Street. The festival is located at the intersection of Church Street and Sherman Avenue
<b>FROM CHICAGO</b>	Take Lake Shore Drive North to Sheridan Road. Turn right onto Sheridan Road. Turn right to STAY on Sheridan Road. Continue onto South Blvd. Turn rights onto Chicago Avenue. Take the third left on to Main Street. Turn right onto Ridge Avenue. Turn right onto Church Street. The festival is located at the intersection of Church Street and Sherman Avenue.

## THE DETAILS

<b>ACCESSIBILITY</b>	Every effort is made to make our festivals open access events for artists and the public. If you have special needs, please call the office, 847-926-4300, prior to the festival or notify any on-site staff.
<b>ARTIST BREAK ROOM</b>	Same location as check-in, announced via email one week prior to the festival. The artist's break room features snacks, restrooms, and a great place to refresh all weekend.
<b>AWARDS</b>	Judging will take place Saturday. Ribbons are distributed Sunday.
<b>BREAK DOWN</b>	At the festival's conclusion on Sunday night at 5pm you may begin to take down your booth. Anyone breaking down before 5pm will not be invited to participate in the festival again. Once your booth is broken down, you will be given an <b>exit pass</b> by a circulating staff member. This pass will allow you to bring your vehicle back into the area. Traffic will be one way. Vehicles without an exit pass will not be allowed entry. Artists may choose to dolly out after 5pm.
<b>FEST RULES</b>	<ul style="list-style-type: none"> <li>• Artist(s) must be present, no reps in their place</li> <li>• All work must be original. No buy/sell.</li> <li>• All work and booth displays must be in line with juried images</li> <li>• All booths must be safe, overhangs at 7 feet or higher, &amp; <b>MUST BE WEIGHTED DOWN: AT LEAST 40 POUNDS PER TENT LEG.</b></li> <li>• No more than 2 people working a booth per 10 x 10</li> <li>• No webbed lawn chairs allowed, in or behind the booth.</li> <li>• No sleeping in tent or in festival area overnight</li> <li>• No cars/trucks allowed in festival area.</li> <li>• No motorized vehicles in festival area</li> <li>• No smoking in the festival area, in or around your booth.</li> <li>• No chairs or sitting in the paved walking lane</li> </ul>
<b>PARKING</b>	Maps will be distributed at check-in.
<b>SECURITY</b>	Security will be on-site overnight, patrolling the festival area. However, they cannot be everywhere at once. Please use good judgment when securing your tent and belongings for the evening. Amdur Productions does not accept responsibility for your property.
<b>SAFTEY</b>	When driving into the festival area at load in or load out:

- Keep your windows down, radio off
- Keep flashes on
- Drive slowly- watch for children, dogs and people in area

<b>TAX RATE</b>	Illinois tax forms can be found on our website, amdurproductions.com. The sales tax rate in Evanston is <b>10.25%</b> .
<b>WEIGHTS &amp; TENTS</b>	<b>All tents must be weighted properly and be white. You will need 40lbs per leg. NO CINDER BLOCKS ARE ALLOWED. NO WATER JUGS ARE ALLOWED!</b> Amdur Productions is unable to provide weights of any type on site. Artists without tent weights will not be allowed to use a tent.

## THE AREA

<b>ATM/BANK</b>	<b>Citibank</b> - 817 Church Street, Evanston, IL 60201 (one block west on Church from fest) <b>First Bank &amp; Trust</b> - 820 Church St #1, Evanston, IL 60201 (one block west on Church from fest)
<b>FOOD</b>	Multiple restaurants will be taking part in this festival including Farmhouse, Little Mexican Café, and Stained Glass. There are also many restaurants and fast food choices in the festival footprint including Jimmy Johns, Panera, etc.
<b>GAS STATION</b>	Mobil - 1950 Green Bay Road, Evanston, IL 60201 (This gas station is not really within walking distance so make sure you get all these essentials before coming into the festival)
<b>GROCERY</b>	Whole Foods - 1640 Chicago Avenue, Evanston, IL 60201 (two blocks east on Church Street to Chicago Avenue)
<b>PHARMACY</b>	CVS - 1711 Sherman Avenue, Evanston, IL 60201 (In festival footprint on Sherman)
<b>POST OFFICE</b>	1101 Davis Street, Evanston, IL 60201
<b>SAM'S CLUB, etc.</b>	Sam's Club - 2450 Main Street, Evanston, IL 60202 Target - 2209 W Howard Street, Evanston, IL 60202

### Amy's Top Ten Tips for the Evanston Art & Big Fork Festival in Evanston

1. Have a **second person** with you to assist with set up, working the booth, give you a chance for a break (bathroom, food, etc). Limited booth sitting will be available by Amdur Productions staff.
2. Bring a **shade awning** for behind your tent as most booths have back space. Wear sunscreen from dawn to dusk and reapply.
3. Bring a **good dolly**. If you don't have one, this would be a great time to get one. My favorite type is the kind that converts to a wheeled cart or a stand up dolly. Put your name on the dolly before you come to the fest as they all look alike.
4. Load in is by flights. **Come at your flight time and pace yourself**. No rushing required.
5. At the fest, water will be available in the Artist Break Room/Festival Office. Be sure to **drink plenty of water** and stay hydrated.
6. **Enjoy Evanston**: Visit the beautiful beach; walk the Northwestern Campus; see the Bahai Temple on Sheridan Road.
7. Eblast **festival postcards** by pdf to your lists.
8. **Be prepared for inclement weather**.
9. Bring lots of **weights and weigh down your tent** or stake down WHEN YOU SET UP YOUR TENT.
10. Lift from the legs.