



FESTIVAL INFORMATION

June 18-19 • 10am-6pm

festival phone (224) 253-2330 office phone (847) 926 4300



NEW! Green Ribbon Project

What?	We are pleased to announce an <u>optional program</u> for artists to support an important cause as well as support sales. Bright Pink is a charity that is the only national non-profit organization focused on prevention and early detection of breast and ovarian cancer in young women; and has been selected as the non-profit for this festival. Artists may opt in by putting a special ribbon on one of their pieces. When this piece sells, 10% of the selling price goes to the non-profit. Artists fill out a form at the end of the show with the price and the 10% contribution and method of payment.
Why?	The public feels good buying this special piece knowing some of the proceeds goes to the cause. You sell the art!

THE OVERVIEW

BOOTH NUMBER	Visit amdurproductions.com about 30 Days Prior to festival for your Booth Number which will impact your Flight Number/Setup time
GPS COORDINATE ONLY	Grant Park- Butler Field 235 S Columbus Drive, Chicago, Illinois 60603
CHECK-IN	Please see amdurproductions.com for your booth number which will impact your flight time stated below. If you cannot make your designated flight time on Friday, you may set up on Friday 6:00-8:00pm or 6:00am Saturday morning. Located on-site in a big tent. Come to the corner of Jackson and Columbus and follow signage. Artists must check-in in person with a valid government issued ID. <u>Friday, June 17</u> Flight One: 10:45am – 12:30pm ALL ODD NUMBERS Flight Two: 1:30pm – 3:00pm ALL EVEN NUMBERS All Artists: 6:00-8:00pm *NO cars in curb lane Friday from 4pm-6pm during rush hour per Chicago police. <u>Saturday, June 18</u> All Artists: 6am-9am Artists will be given a sticker that needs to go on any items being stored behind booths. Name tags must be worn at all times while on-site!
SET-UP	<u>Friday, June 17</u> Flight One: 11:00am – 1:30pm, ALL ODD NUMBER BOOTHS Flight Two: 1:30pm – 4:00pm, ALL EVEN NUMBER BOOTHS All Artists: 6:00-8:00pm

Saturday, June 18
All Artists: 6am-9am

PARK RULES	NO VEHICLES ARE ALLOWED ON SITE. Bring your DOLLY or WHEELED CART. Artists will be given a "loading zone pass" at check-in coded according to your flight and this MUST be displayed at all times while your vehicle is in the loading zone or your vehicle may be towed. All booths are adjacent to paved walks. If you cannot make your designated flight time on Friday, you may set up Saturday morning. **NO ONE is allowed in the festival area/park between 11pm and 6am, per Chicago Park District ordinance. Anyone in the park during these hours may be subject to a City fine**
HASHTAG	While posting, tweeting, and pinning, don't forget to include #GoldCoastArtFair and tag us @AmdurProductions
FEST PHONE	(224) 253 2330: To reach our staff from festival setup through take down

THE DIRECTIONS

FROM THE NORTH TAKING 90/94	Exit onto W North Avenue and turn left onto W LaSalle Drive. Stay right and merge onto Lake Shore Drive heading South. Exit onto E Jackson Drive, turn left onto S Columbus Drive, and Grant Park will be on the right.
FROM THE NORTH TAKING I-290 OR 41	Traveling Southbound on US 41, take the Grand Avenue exit toward I-290/Illinois Street/Navy Pier/Wacker Drive. Continue onto E Lower Wacker Drive. Turn left onto N Columbus Drive. Turn right onto E Randolph Street. Turn left onto Michigan Avenue and Grant Park will be on your left.
FROM THE WEST	I-290 East to 94. Go direction Milwaukee (north on a map) but marked West on signs. Once in the Chicago area, exits will be just minutes apart. Watch the signs and go EAST on Congress (a big wide multi-lane street which only goes east) to Michigan Avenue. Go left on Michigan a few blocks to Lake Street. Find a street spot to park and come in to register.

THE DETAILS

ACCESSIBILITY	Every effort is made to make the festival an open access event for artists and the public. If you have special needs or physical limitations of a health related nature, please contact the office ASAP so that we can work with you to make this as easy as possible.
ARTIST BREAK ROOM / OFFICE	Same location as check-in. Stop in throughout the weekend for water, snacks, and a place to refresh
AWARDS	Judging will take place Saturday. Ribbons are distributed Saturday afternoon or Sunday morning.
BREAK DOWN	At the festival's conclusion on Sunday night at 6pm you may begin to take down your booth. Anyone breaking down before 6pm will not be invited to participate in the festival again. Once your booth is broken down, you will be given an exit pass by a circulating staff member. This pass will allow you to bring your vehicle back to the loading zone. Vehicles without an exit pass will not be allowed in the loading zone and such vehicles may be towed.
FEST RULES	<ul style="list-style-type: none">• Artist(s) must be present, no reps in their place

	<ul style="list-style-type: none"> • All work must be original. No buy/sell. • All work and booth displays must be in line with juried images • All booths must be safe, overhangs at 7 feet or higher, & MUST BE WEIGHTED DOWN • No more than 2 people working a booth per 10 x 10 • No webbed lawn chairs allowed, in or behind the booth. • No sleeping in tent or in festival area overnight • No cars/trucks allowed in festival area. • No motorized vehicles in festival area • No smoking in the festival area, in or around your booth. • No chairs or sitting in the paved walking lane
PARKING	We partner with the garages downtown to get a flat rate and unlimited ins-and-outs. Check our web site for forms and more information.
PERMIT	City of Chicago requires a permit from each artist per event. Artists should have included the \$25 permit fee with your registration form. We will submit to the city on your behalf.
SECURITY	Chicago is a big city. People have been around the block once or twice here. Don't worry; just be smart. Don't think that purses or cash drawers are safe because you "hid" them under a blanket, coat or your favorite magazine under the counter in your booth. Do what Chicago Police recommend: at a festival wear cash belts or "fanny" packs to hold cash and please do not leave cash drawers in your booth at night. We will have security at the festival to help KEEP IT A SAFE FESTIVAL for all. Police and security will be on site throughout the event.
SAFTEY	When driving into the festival area at load in or load out: <ul style="list-style-type: none"> • Keep your windows down, radio off • Keep flashes on • Drive slowly- watch for children, dogs and people in area
SET-UP	Dates/Times are found above. Please obey traffic laws. NO VEHICLES ARE ALLOWED ON SITE. Bring your DOLLY or WHEELED CART. Artists will be given a loading zone pass at check-in and this MUST be displayed at all times while your vehicle is in the loading zone or your vehicle may be towed. Please remember to bring adequate weights. See "weights" under general information in the beginning of this packet for more info. All extensions/awnings must be at 7 feet at their lowest point. No webbed chairs allowed. Most booths have lots of back space. The display area of your booth may not exceed 10 feet deep.
TAX RATE	Illinois tax forms can be found on our website, amdurproductions.com. The sales tax rate in Chicago is 9.25%.
WEIGHTS & TENTS	All tents must be weighted properly and be white. You will need 40lbs per leg. NO CINDER BLOCKS OR WATER JUGS ARE ALLOWED! Amdur Productions is unable to provide weights of any type on site. Artists without tent weights will not be allowed to use a tent. Staking is never allowed into a paved street, lot, park, shopping center, or sidewalk.
IN ADDITION	When you sell...Ask the customer if you can take a picture for our collector's wall. Just take a picture with your phone and email it to Jill@AmdurProductions.com with your name and their name. It's that easy!

THE AREA

ATM/BANK	Multiple banks on Michigan Avenue. ATMs will also be available on-site
FOOD	Plenty of food choices at the festival. Also multiple options on Michigan Avenue.
GAS STATION	BP - Ohio and LaSalle
GROCERY	Bockwinkel's – 222 N. Columbus Drive Whole Foods – On Huron, East of LaSalle Street.
HOME DEPOT	1300 S. Clinton Street or 1232 W North Avenue
LOCAL ENTERTAINMENT	If you have time, there is so much to do in Chicago. Visit <i>Navy Pier</i> at night and ride the giant Ferris wheel for a truly memorable view of Chicago, walk down beautiful Michigan Avenue, take a boat ride on the Chicago River and Lake Michigan, pick up at the base of the Wrigley Building on Michigan Avenue near Wacker. Go see “The Bean” at Millennium Park on Michigan Ave. Nearby museums include the Art Institute, Museum of Contemporary Art, Field Museum, Shedd Aquarium, and Museum of Science and Industry.
PHARMACY	CVS – Michigan and Lake Street CVS – Wabash and Monroe Walgreens – Washington and Michigan
POST OFFICE	Dearborn and Ohio
TARGET	1154 S. Clark St.

Amy's Top Ten Tips for the Gold Coast Art Fair in Grant Park

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. We have all day Friday to load in. 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 Chicago**: See “The Bean” in Millennium Park, take a Lake Michigan cruise from the base of the Wrigley Building on Michigan Avenue, have a drink in the bar on top of the Hancock Building.
7. Send out **festival postcards** by US mail, or eblast the pdf to your lists.
8. **Be prepared for inclement weather** and remember we are in a downtown Chicago park. Heavy rains may result in mud. Prepare for this by bringing extra flooring options, top soil, sand etc. NOTE: Gravel and wood chips are strictly prohibited per Chicago Park District ordinance.
9. Bring lots of **weights and weight down your tent** or stake down WHEN YOU SET UP YOUR TENT. The blue flags are water lines- do NOT stake there.
10. Lift from the knees.