



# PORT CLINTON ART FESTIVAL

## FESTIVAL INFORMATION

August 27-28 • 10am-6pm

festival phone  
(224) 253-2330

office phone  
(847) 926 4300



## NEW! Green Ribbon Project

### What?

We are pleased to announce an optional program for artists to support an important cause as well as support sales. The American Cancer Society has been selected for this festival. The American Cancer Society has worked relentlessly to save lives and create a world with less cancer; and has been selected 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 may simply fill out a form at the end of the show with the price and 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

**GPS COORDINATE ONLY** 600 Central Ave  
Highland Park, Illinois 60035

Artists must check-in in person with valid government issued ID. If two artists are listed as exhibitors, both **MUST** be present at check-in. Exact check-in location will be announced a week before the festival. Flights are based on time of street closure.

### FRIDAY, AUGUST 26

#### Flight 1: 6:00AM-8:30AM

Even Numbers: 302-388

Even Numbers: 402-464

Even Numbers: 502-542

Odd Numbers: 501-551

### CHECK-IN

#### Flight 2: 9:00AM-10:30AM

Odd Numbers: 301-387 including 375.5

Odd Numbers: 401-453

Even Numbers: 546-566

#### Flight 3: 2:30PM-4:30PM

Odd Numbers: 103-125

Even Numbers: 122-138

Even Numbers: 204-256

Booth Number 544

#### Flight 4: 5:30PM-6:30PM

Even Numbers: 100-120

Booth Number 101, 200 & 202

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**Odd Numbers: 201-255**

**Flight 5: 6:00PM – 8:00PM**

**ALL Booths can set-up. Artists arriving at this time** artists may be required to dolly in to their space.

**SATURDAY, AUGUST 27: 6:00AM-7:00AM**

**ALL artists must be checked in by 7am on Saturday.** Artists not checked-in in person by 7am will be considered “no-shows” and their space given to a wait list artist. No refunds. **Failure to read this does not excuse you from this rule.**

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**Please see [amdurproductions.com](http://amdurproductions.com) for your booth number which will impact your flight time stated below. Drive to your booth, drop your items, park your vehicle, THEN come back and set up.**

Flights are based on time of street closure.

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**Even Numbers: 100-120**

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**Flight 5: 6:00PM – 8:00PM**

**ALL Booths can set-up. Artists arriving at this time** artists may be required to dolly in to their space.

**Set up for all flights may continue throughout the day/night. All artists are required to be open by 9:30am on Saturday, August 27.**

**If you cannot make your designated flight time on Friday, you may set up Saturday morning HOWEVER** artists may be required to dolly in to their space

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**MANDATORY  
STAGING**

**NO ARTIST PARKING OR VEHICLE ENTRY IN FESTIVAL AREA BEFORE 6AM FRIDAY SO THAT WE CAN GET ALL OF THE PUBLIC'S CARS OUT. ARTISTS ARRIVING BEFORE 6AM MUST PARK OUTSIDE OF THE FESTIVAL GROUNDS.**

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**TASTE OF  
HIGHLAND PARK**

The *Taste of Highland Park* (the food area of the festival)  
Located on Central Avenue, adjacent to the festival between 1<sup>st</sup> and 2<sup>nd</sup> St.  
Taste Hours are Friday 4PM-10PM, Saturday 10AM-10PM and Sunday 10AM-6PM.

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	Artists may stay open later on Saturday night if they wish
<b>HASHTAG</b>	While posting, tweeting, and pinning, include <b>#PortClintonArtFestival</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 THE NORTH</b>	<p><b>294</b> to Route 22 East. Go east, about 10 minutes, GO PAST Route 41 (a four lane highway). Soon, you will be driving through a town called Highwood, small homes. Continue to dead end which is Green Bay Road. Turn right (south) and go about four minutes to Central Avenue, the main street in Highland Park. Turn left on Central, go two blocks and Port Clinton will be on your right between First and Second Streets.</p> <p><b>OR....</b></p> <p><b>Route 41</b> also known as Skokie Boulevard, south to Park Avenue (stop light). Turn right on Park Avenue and continue east to Green Bay Road. Turn right on Green Bay Road and head south to Central Avenue. Turn left on Central Avenue. Port Clinton will be on your right between First and Second Streets.</p>
<b>FROM THE EAST</b>	Coming from Eastern states, head towards Chicago, then proceed with directions from the South (see below)
<b>FROM THE SOUTH</b>	<p><b>294</b> West to Deerfield Road East exit. Exit at Deerfield Road East. Drive 10 - 15 minutes. Deerfield Road becomes Central Avenue. Once in down town Highland Park, Port Clinton will be on your right between First and Second Streets.</p> <p><b>OR...</b></p> <p><b>90/94</b> West. Continue on I-94 West. At juncture where I-94 goes to Milwaukee, follow US 41 North, to Waukegan. Turn right on Park Avenue (the first stoplight following the closed Central Avenue exit) . Continue east on Park Avenue to Green Bay Road. Turn right on Green Bay Road and head south to Central Avenue. Turn left on Central Avenue. Port Clinton will be on your right between First and Second Streets.</p>
<b>FROM THE WEST</b>	<b>290</b> East to I-294. Go direction Milwaukee (north on a map) but marked West on signs. Exit at Deerfield Road East. Drive 10 - 15 minutes. Deerfield Road becomes Central Avenue. Once in downtown Highland Park, Port Clinton will be on your right between First and Second Streets.

## 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>	Port Clinton Square, Main Plaza. The artist's break room features snacks, restrooms, and a great place to refresh all weekend.
<b>ARTIST PARTY</b>	Join us Sunday morning for an Awards Breakfast in the South Plaza.
<b>AWARDS</b>	Judging will take place Saturday. Ribbons will be distributed Sunday morning at the Awards Breakfast.
<b>BREAK DOWN</b>	At the festival's conclusion on Sunday night at 6pm you may begin to take down

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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 and allowed to bring your vehicle back into the area to your location in the following order.

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**ALL ARTISTS MAY CHOOSE TO DOLLY OUT AFTER 6:00PM.**

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**CHECK-IN**

See "Festival Facts" for times/location. Artists must check-in in person with a valid government issued ID. If two artists are listed as exhibitors for a booth, both must be present at check-in. An absent artist from a pair will prevent your entry to the festival. We mean this with no exceptions. We hate to be so tough, but our goal is to be fair to everyone.

**ALL ARTISTS MUST BE CHECKED-IN BY 7:00AM ON SATURDAY.** Artists not checked-in in person by exactly 7:00AM will be considered "no-shows" and their space given to an official wait list artist. Artists not on the formal wait list may not participate. No refunds. **Failure to read this does not excuse you from this rule.**

**ELIGIBILITY**

The Port Clinton Art Festival presents artists' hand original work, not the work of mass production studios. **Only originals are allowed to be exhibited on the walls of your display. Iris prints and Giclees are considered commercial prints. Please do not try to pass these prints off as originals.** Embellished giclees are considered giclees and not originals. See **PRINTS** section below. Artists themselves must be present throughout the entire festival. If the work is produced by more than one artist, all artists must plan on attending. Artists showing separately produced work under one name are not allowed. No spouses or other representatives are allowed in place of the artist.

**FEST RULES**

- Only outdoor rated extension cords allowed (Fire department checks!)
- Artist(s) must be present, no reps in their place
- 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 during the event.
- 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**

Free parking, including overnight and oversized vehicle parking will be available. **ARTISTS MUST PARK IN DESIGNATED LOTS ONLY.** You will receive a coded parking permit and map at check-in. Please place this on the dashboard of your vehicle's driver side. *Any cars/vans found parked in any other area will be recorded by Highland Park Police and that exhibitor will not be allowed back to the festival next year.*

**NO PARKING AT ANY TIME UNDER THE PORT CLINTON SQUARE BUILDING!!!** Unless you have a current and valid Handicap permit.

**PERMIT**

The City of Highland Park requires a city permit. The permit will be given to you at

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check-in. All artists must have paid the City's \$60 vendor fee (per 10X10 booth-double booths must pay 2 vendor fees, etc.) in order to exhibit.

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<b>PRINTS</b>	<b>COMMERCIALY PRODUCED PRINTS MAY BE SHOWN ONLY IN ONE FLIP BIN AND ONLY IF CLEARLY MARKED AS PRINTS. PRINTS INCLUDING GICLEES, IRIS, AND SIMILARS, MAY <u>NOT</u> BE DISPLAYED FRAMED OR IN ANY OTHER WAY ON YOUR SET-UP. ARTISTS FOUND IN ERROR OF THIS RULE WILL BE ASKED TO LEAVE THE FESTIVAL IMMEDIATELY WITHOUT REFUND.</b>
<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: <ul style="list-style-type: none"><li>• Keep your windows down, radio off</li><li>• Keep flashes on</li><li>• Drive slowly- watch for children, dogs and people in area</li></ul>
<b>SET-UP</b>	Dates/Times are above. Artist traffic during set-up will be one way. More info at check in. Set up in flights, your flight will be identified with your booth number about one month before the festival on our web site.
<b>TAX RATE</b>	Illinois tax forms are available on our website. The sales tax rate in Highland Park is <b>8%</b> .
<b>WEIGHTS &amp; TENTS</b>	All tents must be weighted properly and be white. We recommend at least 40 lbs per leg. 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.
<b>IN ADDITION</b>	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!

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## THE AREA

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<b>ATM/BANK</b>	Bank of Highland Park – 1 <sup>st</sup> Street and Central Ave. Bank of America – 1921 St. Johns Ave. Chase Bank – 513 Central Ave.
<b>FOOD</b>	Multiple restaurants exist in the festival footprint, including Sushi Badaya, Dairy Queen, Walker Brothers, Real Urban BBQ (great bbq!), Beelow's and more!
<b>GAS STATION</b>	Shell – one block west on Central Ave.
<b>GROCERY</b>	Sunset Foods – one block west at Central Ave and Green Bay Rd.
<b>HOME DEPOT</b>	Home Depot – 655 Lake Cook Rd. (847) 564-8601 Ace Mutual Hardware – Corner of Half Day Road and Route 41.
<b>LOCAL ENTERTAINMENT</b>	<u>Hidden Creek Aqua Park</u> : On Central Avenue, blocks from the festival. Pool, with multiple slides, locker rooms, <b>showers</b> , etc. Friday & Saturday 9AM – 8PM, Sunday 10AM-7PM. <u>Art Theater</u> : The Renaissance Cinema on Second Street (Seats recline!) <u>Golf</u> : Sunset Valley Golf Course and the Highland Park Country Club, both 18

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holes, are two minutes from the festival. These are wonderful public courses and greens fees are reasonable.

Ravinia: This world-renowned music festival is located in Highland Park, 10 minutes from the festival. Tickets are available by calling 847-266-5100. Park opens at 10:00AM.

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<b>PHARMACY</b>	Walgreens on Elm and Second St.
<b>POST OFFICE</b>	Three blocks west on Central.
<b>TARGET</b>	2099 Skokie Valley Rd (847) 266-8022

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## **Amy's Top Ten Tips for the Port Clinton Art Festival in Highland 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 Highland Park**: Visit the [Ravinia.org](http://Ravinia.org) for concerts, shows, festivals, and family fun.
7. Send out **festival postcards** by US mail, or eblast the 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 knees.