

ALL DETAILS BELOW SUBJECT TO CHANGE. WE WILL EMAIL YOU 30 DAYS PRIOR WITH UPDATED INFORMATION.

THIRD WARD Art Festival

Hello Third Ward Art Festival Artists,

We are excited to have you exhibit your art at the **Third Ward Art Festival**, Labor Day Weekend, September 5-6, 2020! Show hours are 10AM to 5PM each day.

Here's What You Need to Know

Green Ribbon Project

Get more exposure by sending us an image of the piece of art you will be designating for the Green Ribbon Project. This festival we are donating to the Historic Third Ward Association. If you are participating and the piece you designate for the Green Ribbon Project sells, 10% of the sales from that piece of art will be donated to the Historic Third Ward Association. [Click here to read more about Historic Third Ward Association.](#)

Are You Demonstrating On Site? Let us know so we can talk about it in our community outreach!

Bring A Water Bottle!

In our new initiative to be eco-friendly and reduce our carbon footprint, instead of plastic water bottles, we will have cold water available to refill your water bottle.

Storage

Back storage must be tidy and will be behind your booth. Please share with your neighbor(s).

Tent Weights

Every tent will need to have AT LEAST 40 pounds per tent leg and strong straps or rope to attach the weights to the tent. **No cinderblocks or water jugs allowed as weights.** Weight inspections will occur before the festival opens and throughout the festival to keep everyone safe. Any artist that does not comply with these rules will be required to fix it before the festival opens.

Corner and Double Space Requirements

An artist with a corner must either have the corner wall open or use the outside wall to display art. Double spaces must be occupied by two 10x10 tents OR one 10x20 tent.

Awnings

Awnings are allowed in all booth locations.

How to get there

Check-in location TBA.

Booth Number

Click here to find your booth number (Booth numbers will be available 30 days prior to the show). **There were many corner requests and we were not able to fulfill everyone.** We made every attempt to fill special requests. Booth numbers are subject to change. We will notify you of any changes.

Festival Map

Attached to this email.

Load-in and Parking Map

Attached here.

Check-In Info

Friday, September 4

Flight One: 6pm-7pm: All ODD Numbered Booths, **EXCEPT** 31,33, 81.1-81.4, 121, and 121.5

Flight Two: 7:30pm-8:30pm: **EVEN** Numbered Booths **EXCEPT** 60.1, 60.2, 60.3, 60.4, 106.1, 106.2, 106.3 and 106.4

BOOTHS 31, 33, 121 and 121.5 can set up in Flight Two

Flight Three: 8:30pm-9pm: Booths 60.1, 60.2, 60.3, 60.4, 106.1, 106.2, 106.3, 106.4, 81.1-81.4

Check-in will close at 9pm. Set-up may continue. Artists who want to come after check-in closes must call our festival phone to **notify us during check-in hours**. Phone number is 224-253-2330.

Saturday, September 5

6am-8am: All Artists. Vehicle entry as allowed. Check-In will close at 8am. Set-up must be completed by 9:30am. All artists vehicles have to be outside of the festival footprint by 9am.

How Load In Works

Every artist will:

Check-in and get credentials, parking **OUTSIDE** of the festival footprint.

Drive in slowly with your windows down and your hazards on

Pull up to their space location

Unload everything in their space

Park their vehicle in the designated artist parking area

Return to their booth space and set up

All artists should not set up their booth until their car has left the festival grounds.

Parking

Parking for vehicles and trailers 7' and under will be in a garage at 212 N Milwaukee St, Milwaukee, WI 53202. Every artist will receive 3 parking vouchers for this garage to be used throughout the weekend as needed.

Parking for vehicles and trailers over 7' will be **limited** and on Menomonee Street at the south end of the festival and allowed on specific side streets. Parking maps and permits will be available at check in.

Promote, Promote, Promote!

Pre-promotion is **EVERYTHING!** Attached to this email is a digital file of the festival poster for your emails blasts. Email this poster to your client list and invite them to the Third Ward Art Festival! There is plenty of free parking for all your clients!

Facebook

Join the event on Facebook!

Once you've joined, invite all your friends on Facebook and post it on your Facebook page, Twitter feed, and in your blog on your website! Use the following hashtags when you post: ThirdWardArtFestival #AmdurProductions

Type these into your post to tag us and the event: @Amdur Productions @Third Ward Art Festival **Tip: if you copy and paste, it will often not work. Typing in the name is the way to go.** If you need assistance with this, just call or email me and I'll help!

Questions?

Before the festival, call our office at [847-926-4300](tel:847-926-4300). If you are calling on the day of load-in, call our festival phone at [224-253-2330](tel:224-253-2330).

See you soon!