

## **Hello BAYSHORE Art & Artisan Fair Artists,**

We're excited to see you at the **BAYSHORE Art & Artisan Fair**, October 3 and 4, 2020! Show hours are **10AM to 5PM** on Saturday and **11AM to 5PM** on Sunday (you get an extra hour to sleep).

## **GREAT NEWS! We're now able to start setup on the Friday before the show!**

### **Here's What You Need to Know**

For those of you coming to Wisconsin, we just wanted to give you a quick overview of what to expect at the event:

- This event will look more like a traditional art fair than some of the Art Walks we have produced in Illinois this summer. The public will be free to wander from booth to booth. There will be live music, food, and a beer garden.
- What is different this year is that booths will be spaced apart giving all exhibitors the ability to show work on sidewalks too.
- We will have plenty of hand sanitizer stations throughout the event area.
- All Amdur Productions staff will be wearing face coverings, and artists and the public are encouraged to as well, but it will not be required by Wisconsin law for visitors to wear face coverings.
- Artists are encouraged to have hand sanitizer in their booths, and to clean jewelry, wearables and flip bin art after it has been touched by guests.

### **Storage**

Back storage must be tidy and extend no more than 4' from the booth, where space is available. Sidewalks must remain clear.

### **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 cinder blocks or water jugs allowed as weights. Weight inspections will occur before the festival opens and throughout the festival to keep everyone safe. No nailing into the ground. Any artist that does not comply with these rules will be required to fix it before the festival opens.

### **How to Get There**

Go to 5658 N Bayshore, Glendale, WI 53217 and look for us in our lime green Amdur Productions shirts!

### **Booth Number**

[Click here to find your booth number](#). Booth numbers are subject to change. Please refer to the website for updated booth numbers.

### **Set Up: Friday, October 2**

2pm - 4pm: All Artists. Check-In will close at 4pm. Artists can set up after check-in is closed, however, security will be there so make sure you have a photo ID. **Please check our website for your most up to date booth number.**

### **Set Up: Saturday, October 3**

6am-8am: All Artists. Check-In will close at 8am. Cars must be off the venue by 8:15am.

**Set-up must be completed by opening at 10am on Saturday. If you need an earlier set up time, please let us know so we can coordinate.**

### **How Load In Works**

Every artist will:

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

Pull up close to their space location. We will be working together to make it as easy as possible for all artists.

Unload everything in their space WITHOUT setting up.

Park their car in the designated parking location

Return to their booth space and set up

### **Parking**

Free parking for all artists will be on site or at a nearby location. Location will be explained 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 BAYSHORE Art & Artisan Fair! There is plenty of free parking for all your clients!

### **Facebook**

Join the event on Facebook!

<https://www.facebook.com/events/203210287637766/>

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:

#BAYSHOREArtFair #AmdurProductions #BAYSHOREArtandArtisanFair

Type these into your post to tag us and the event: @Amdur Productions @Bayshore Art &

Artisan Fair \*\*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. If you are calling on the day of load-in, call Caitlin at 847-962-0190.

See you soon!