

**DETAILS SUBJECT TO CHANGE. WE WILL EMAIL ANY CHANGES TO ARTISTS.**



Hello Art on the Fox Algonquin Artists,

We are excited to have you exhibit your art at the Art on the Fox Algonquin, September 11-12, 2021! Show hours are Saturday from 10AM to 5PM and Sunday from 10AM to 5PM.

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

#### **Safety First!**

All artists should have hand sanitizer in their booths and keep their booth sanitized. All booths will be 6' a part. Artists are welcome and encouraged to dress the outside of their booths!

#### **Are You Demonstrating On Site?**

Let us know so we can talk about it in our community outreach!

#### **Storage**

Back storage must be tidy and extend no more than 3' from the booth, where space is available.

#### **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. 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**

Go to 220 S Main Street, Algonquin, IL 60102 and look for our yellow check in signs and our lime green Amdur Productions shirts!

## **Booth Number**

Click here to find your booth number (Booth numbers will be available 30 days prior to the show). 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. Also found on the Artist Information page on our website.

## **Load-in and Parking Map**

Attached here.

## **Check-in/Load-in Times**

All artists are welcome to check-in and load-in at the times below.

## **Load-In Saturday, September 11**

Check-In will be open from 6AM to 8AM. Artists who wish to set up in this time MUST check-in by 8AM. Artists may continue to set up after 8am. Cars must be cleared of the streets by 9AM on Saturday. Set up MUST be complete by 10am.

## **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

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**

Free parking, including overnight and oversized vehicle parking will be available. Maps and parking permits will be distributed at check-in. If you plan to drop your hitch, please duct tape a parking permit to it. Artists MUST display their festival parking permits given 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 Art on the Fox Algonquin! There is plenty of free parking for all your clients!

### **Facebook**

Join the event on Facebook!

[facebook.com/events/2800875763558490](https://facebook.com/events/2800875763558490)

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: #ArtontheFox #AlgonquinArt #AmdurProductions

Type these into your post to tag us and the event: @Amdur Productions @ Art on the Fox Algonquin \*\*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 224-253-0307.

See you soon!