# 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 10-11, 2022! Show hours are Saturday from 10AM to 5PM and Sunday from 10AM to 5PM.

# Here's What You Need to Know

#### 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 60 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

Check in will be in a tent on the corner of Madison and Main Street. Go to 328 S Main St, Algonquin, IL 60102 and look for our lime green Amdur Productions shirts!

#### **Booth Number**

<u>Click here to find your booth number.</u> 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.

# Check-in/Load-in Times

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

#### Load-In Saturday, September 10

Flight 1: 5:30am-6:15am: Booths 95-132: Drop and drive only Flight 2: 6:45am-7:30am: Booths 190-236

Artists in either flight may dolly in at any time after 5am on Saturday morning. 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. <u>Artists MUST display their festival parking permits given at check in.</u>

# Promote, Promote, Promote!

Pre-promotion is EVERYTHING! Attached to this email is a digital file of the festival poster for your email 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! Art on the Fox Facebook Event 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.\*\*

#### **Questions?**

Before the festival, call our office at <u>847-926-4300</u>. If you are calling on the day of load-in, call our festival phone at 312-351-5762.

See you soon!