

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

LINCOLN ROSCOE SPRING E

ART + CRAFT FAIR

Hello Spring Lincoln Roscoe Art & Craft Fair Artist,

We are excited to have you exhibit your art at the Spring Lincoln Roscoe Art & Craft Fair, Saturday, May 21, 2022 and Sunday May 22, 2022! Show hours are 10AM to 5PM on Saturday and Sunday.

Here's What You Need to Know

Donate Your Art

Home is Where the HeART Is! We invite you to bring your gently used art to the fest and donate it to The Chicago Furniture Bank. They're truly making a difference by distributing furnishings to those leaving shelters and moving into permanent housing. Help them turn empty spaces into cozy homes! Bring donations to the info tent!

Are You Demonstrating On Site?

Let us know so we can talk about it in our festival advertising!

ProPanel Renters

Artists renting our propanels are responsible for their own hanging equipment. Here's a great resource for ways to hang your artwork:

<https://www.propanels.com/product-category/hanging-systems/>

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 70 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 who 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 on Lincoln and School in downtown Chicago. The approximate address to use in your GPS is 3300 N Lincoln Ave, Chicago, IL 60657.

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.

Check-in and Load-In Friday, May 20, 2022

6:30PM – 7:15PM: 100's

7:45PM – 8:30PM: 200's

Check in will close at 8:30pm on Friday. Set up may continue through the evening. Artists who want to set up after check-in closes must call our festival phone to notify us during check-in hours. Phone number is 224-253-0307.

Check-In and Load-In Saturday, May 21, 2022

6am-8am: All Artists. Check in will close at 8am. Set-up must be completed by 9:30am

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 next to their booth

Unload all of their items to their space

Park their vehicle

Come back to their space and set-up their booth

****Please do not set up your booth until your car is off of the festival footprint****

Parking

TBA

Promote, Promote, Promote!

Pre-promotion is EVERYTHING! Attached is the promotional poster. Email this poster to your client list and invite them to see you at the Spring Lincoln Roscoe Art & Craft Fair!

Facebook

Join the event on Facebook!

<https://www.facebook.com/events/1168410953921220>

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: #SpringLincolnRoscoeArtAndCraftFair #AmdurProductions

Type these into your post to tag us and the event: @Amdur Productions @SpringLincolnRoscoeArtAndCraftFair **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 312-351-5762.

See you soon!