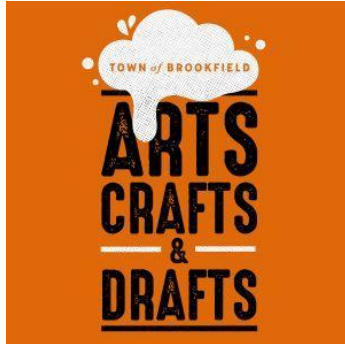


DETAILS SUBJECT TO CHANGE. WE WILL EMAIL ANY CHANGES TO ARTISTS.



Hello Brookfield Arts, Crafts & Drafts Artist,

We are excited to have you exhibit your art at the Brookfield Arts, Crafts & Drafts Saturday, June 10 & Sunday, June 11, 2023! Show hours are 10AM to 5PM on Saturday and 11AM to 5PM 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 Chicago Furniture Bank booth, Saturday 10am-3pm.

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

GPS address is 225 High St, Brookfield, WI 53045. Please park outside of the festival grounds and walk to the check in tent before bringing your vehicle onto the festival

grounds. Follow the yellow Artist Check In signs and look for our lime green Amdur Productions' shirts!

Booth Number

[Click here to find your booth number.](#) 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, June 9, 2023

Flight 1: 1PM - 2PM

Odd booth numbers 205-215
Odd booth numbers 405-431
Even booth numbers 94-104
Even booth numbers 314-322

Flight 2: 2:30PM - 4PM

Even booth numbers 200-234
Even booth numbers 386-422

Flight 3: 4:30PM - 6PM

Event booth numbers 376-384

Check-in will close at 6PM. Artists wanting to check in and set up after that will have to be pre-approved by event staff prior to Thursday, June 8th. Please call 847-926-4300 for questions.

Check-In and Load-In Saturday, June 10, 2023

6am-8am: All Artists. Vehicle entry as allowed. 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 space

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 parked in the Artist Parking****

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.

Promote, Promote, Promote!

Pre-promotion is EVERYTHING! Attached is the promotional poster.

Email this poster to your client list and invite them to the Brookfield Arts, Crafts & Drafts!

Facebook

Join the event on Amdur Productions' Facebook page!

<https://www.facebook.com/events/631758942125473/631759575458743/>

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: #BrookfieldArtsCraftsDrafts #AmdurProductions

Type these into your post to tag us and the event: @AmdurProductions @Brookfield: Arts, Crafts & Drafts **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!