

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

WHITEFISH BAY ART FEST



Hello Whitefish Bay Art Fest Artist,

We are excited to have you exhibit your art at the Whitefish Bay Art Fest, Saturday, July 13 & Sunday, July 14, 2024! Show hours are 10AM to 5PM on Saturday and Sunday.

Here's What You Need to Know

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 in artist parking

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

How to Get to Check-In

Our check in office will be located on the corner of Hollywood and Silver Spring Drive. Please go there to check-in and get your credentials.

Check-in and Load-In Friday, July 12

Flight One: 6PM – 7PM, Even numbered booths only, drop and drive

Flight Two: 7:30pm-8:30pm, Odd numbered booths only, drop and drive

Set-up may continue as long as you need. Artists who want to come after check-in closes must call our festival phone to notify us during check-in hours. Phone number is 312-351-5762.

Check-In and Load-In Saturday, July 13

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

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.

Parking

Parking, including overnight and oversized vehicles, 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.

Storage

Storage is minimal at this show. Please plan accordingly.

Tent Weights

Every tent will need to have AT LEAST 50 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.

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/>

Hospitality Party for Artists

Saturday, July 13th after the show, meet outside of Enliven in the festival footprint (by booth 200 & 201) for a cold beverage & some appetizers! The party will go until 6PM. See you there!

Art Festival Gift Cards

To stimulate art buying at the festival, Amdur Productions sells and gives away \$25 gift cards to attendees! Please honor the \$25 gift card as payment. Then fill out your name on the gift card and bring it to an Amdur Productions' staff member. We will reimburse you the amount with cash right at the festival!

Bring A Water Bottle!

In an initiative to be eco-friendly and reduce our carbon footprint, instead of plastic water bottles, we will have cold water available to refill your water bottle.

Promote, Promote, Promote!

Pre-promotion is EVERYTHING! Attached is the file for the promotional poster and additional graphics to use in your emails and social media postings! Use the following hashtags when you post: #WhitefishBayArtFest #AmdurProductions

Type these into your post to tag us and the event: @AmdurProductions @WhitefishBayArtFest

Follow Us on Facebook and Instagram

Make sure you're following Amdur on social media! Tag us in all your promotional materials leading up to the festival so we can repost them to our community of festival-goers! You can

also share our content for the art festivals to make it easy. Access our social accounts here:
<https://linktr.ee/amdurproductionssocial>

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 (312-351-5762).