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### **Date and Time**

Saturday, February 7 from 11am to 5pm

### **Location**

Marquee Pavilion at the Lincolnshire Marriott

[Tent Marriott Drive](#)

[Lincolnshire, IL 60069](#)

### **How Load In Works**

1. Park in artist parking lot
2. Come inside to the festival to check-in and get your welcome packet
3. Pull up along the loading zone
4. Dolly or hand-carry all of your items to your space
5. Park your vehicle in artist parking by the theater (map below for reference)
6. Come back to your space and set-up your booth

**\*\*Please do not set up your booth until your car is parked in artist parking. Map at the end of this email for reference.\*\***

### **Check-in and Load-In Times**

## Check-in is Saturday morning, February 7

8:00am – 8:45am: Odd numbered booths

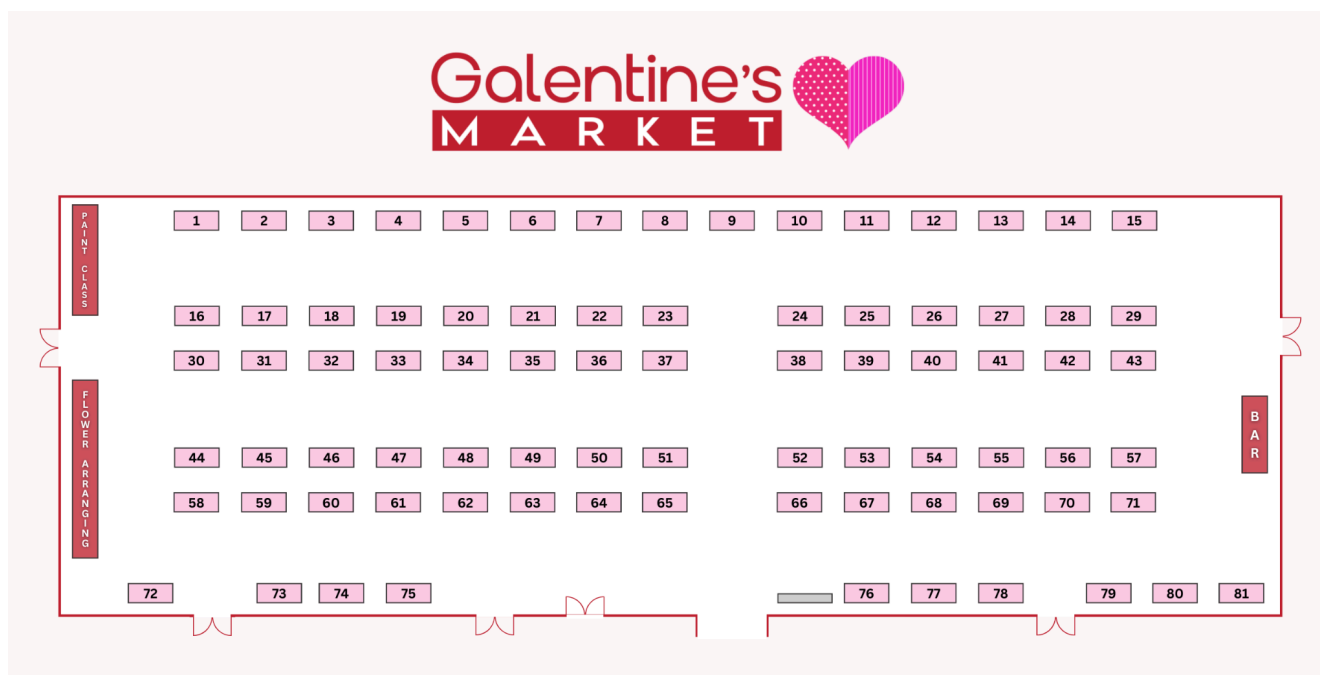
9:00am – 9:45am: Even numbered booths

Check in will close at 9:45am on Saturday. Please check-in and make sure your set up is complete by 10:30am for the show opening at 11am.

## Booth Number

[Find your booth number on this page.](#) We made every attempt to fill special requests. Booth numbers are subject to change. We will notify you of any changes.

## Booth Layout Map



## Storage

Storage will be limited to your area. There will be a storage area nearby.

## Complimentary Snacks

We will have muffins for you in the morning and bagels and cream cheese mid-day. Bring snacks, food and drinks for the rest of the day!

## Free Tickets for Artist Guests

Tickets to the Galentine's Market are \$10 per person with a portion of the ticket sales benefitting our non-profit partner, [Wings](#). **Free tickets are available to your customers!** The coupon code is **ARTIST26** and the link to reserve their free tickets is:

<https://galentines-market-2026.eventbrite.com>

### **How to Promote**

Attached are promotional graphics to use in your emails and social media postings! Use the following hashtags when you post: #GalentinesMarket #AmdurProductions

Type these into your post to tag us and the event: @Amdur Productions @Galentine's Market

### **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>

### **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! Patrons must use each \$25 gift card in whole and not in part.

### **Questions?**

Office: **847-926-4300**

Onsite Festival Phone: **847-238-2242**

Details subject to change. We will email artists with any changes.

See you soon!

**Caitlin Pfleger**

**Vice President of Artist Relations**

**Load-In Map**

Check-in at the Red Star!

