ART in the PARK
Festival of Fine Arts & Crafts

45th Annual Art in the Park
Lake Odessa, Michigan
August 3, 2019 9AM - 4PM

RULES & APPLICATION

LAKE ODESSA AREA arts COMMISSION

Art in the Park is a fine arts & crafts festival and is not intended to be a business showcase event. If a business wishes to participate, sponsorships are available. Political booths, raffles, commercial vendors, consultant-based businesses or information/giveaway booths do not meet criteria for admission and will not be accepted. Activity sponsorships or sponsorship booths with like material may be allowed with prior approval. Please contact the LOAAC to inquire about sponsorship opportunities.

APPLICATION PROCEDURE

1. All work exhibited must be original and handcrafted by the applicant. The limited use of manufactured items will be allowed, only if incidental to the final product and included in your jury photos. **We will NOT accept production line, imported, factory, kit, commercially-produced items, CDs, cassettes or other musical recordings. If any of these items are found in your display, you will be asked to leave.**
2. All applicants must submit the following: 3 to 5 images of completed artwork (photos or digital), 1 image of your work in progress, and 1 image of your booth display. High-quality digital images may be submitted on a CD with your application. If you do not have a photo of your booth, please submit a drawing with a detailed description of your setup. Write your name on each photo or CD. Include a self-addressed stamped envelope which is the appropriate size for your photos or CD, if the photos or CD are to be returned to you.
3. **Applications must be postmarked by the following deadlines, with full payment:**
   - Super Saver (by 8/31/2018): $40 for 11' x 11' space, $75 for 11' x 22' space
   - Early-Bird (by 12/31/2018): $60 for an 11' x 11' space, $120 for a 11' x 22' space
   - After 12/31/2018: $75 for an 11' x 11' space, $150 for an 11' x 22' space.

   If an application is rejected by jurors, the booth fee will be refunded.
4. NSF checks must be replaced with a cashier's check or money order. No applicant will be accepted who has not redeemed a NSF check and paid the NSF check fee of $35.
5. All exhibitors within a booth must be juried. Applicants will receive notification of show status as soon as possible following application submission. (Applicants who provide an e-mail address will be notified by e-mail.)
6. If a cancellation is made on or before May 15, 2019, one-half of the booth fee will be refunded. There will be no refunds after May 15, 2019. No refunds will be given due to cancellation of the event by an act of God, local authorities or a weather-related incident.
7. Applications may be accepted after June 1, 2019, if booth space is available. However, we cannot guarantee inclusion in print and/or publicity materials for applications submitted after June 1st.
8. After July 15, 2019, payment must be in the form of a cashier's check or money order.

CHECK-IN & SET-UP

9. Art in the Park will be held on Saturday, August 3, 2019 (regardless of the weather), from 9 AM to 4 PM. This is a rain-or-shine show; no provisions are made for indoor facilities or alternate dates in case of poor weather.
10. Exhibitors must check in at the registration area prior to setting up, and must be present with their work for the entire event.
11. Set-up is August 2 between 6-8 PM and August 3 between 6-8 AM. Unloading and vehicle parking must be completed by 8 AM. Exhibitors must complete set-up and be prepared to sell by 8:30 AM. Tear-down must be completed by 6 PM on August 3.
12. No exhibitor may swap or resell a space to another exhibitor. The LOAAC reserves the right to reassign your space if you

have not checked in by 8 AM the morning of the show.

13. Absolutely all inventory, boxes, artwork, etc. must be contained within your booth space and cannot interfere with adjacent exhibits or walkways in any way.
14. This is a family-oriented show. Please keep this in mind when choosing work to be displayed.
15. Exhibitors are responsible for their own property and for furnishing their own tents, tables, chairs and change. Exhibitors are responsible for insurance and protection of their artwork and display.

TAXES

16. Exhibitors are responsible for collecting and paying 6% Michigan state sales tax. No commission is required on sales.

PARKING & AMENITIES

17. Coffee, tea, juice and donuts/pastries will be available the morning of the show.
18. A Visitor's Guide displaying participating exhibitors will be available.
19. Booth sitters will be available during the show to provide 20-minute breaks to exhibitors.
20. Lake Odessa police officers and/or professional security will be on site the night prior to and the day of the event. Please remember, however, that your booth and your belongings remain your responsibility.
21. Free parking will be provided at designated locations to all exhibitors. To prevent damage to trees and turf, driving or parking in the park is strictly prohibited pursuant to local regulations.
22. Electricity and running water is not available at exhibitor sites. Generators are not allowed.

MISCELLANEOUS

23. Prior acceptance to Art in the Park does not guarantee future acceptance.
24. Art in the Park is a family-friendly event and radical, disturbing displays or outbursts are inappropriate. Exhibitors agree to conduct themselves in a respectful, cooperative manner. **Active or aggressive solicitation of the public in any manner is prohibited.** Any behavior deemed inappropriate by event organizers may result in expulsion.
25. Keeping pets in the park or in booth/exhibit areas is a public safety issue. Please make arrangements to provide comfortable accommodations for your pets away from the event.
26. Exhibitors are reminded that this is an outdoor park setting. Booth spaces may not be completely level or will have trees close by.
27. Neither the Lake Odessa Area Arts Commission nor the Village of Lake Odessa will be responsible for loss or damage to persons or properties (including works on exhibit).
28. The Village of Lake Odessa and the Lake Odessa Area Arts Commission have an established policy to provide equal opportunity to participate in and benefit from all programs, activities, and services without regard to race, color, religion, national origin, age, sex, or handicap.
29. We are confident you will understand and abide by these rules, which we feel are necessary to produce a top-quality show. However, if you feel that you cannot or will not comply with any rule(s), please refrain from applying to the show. Violation of any of these rules is a basis for expulsion and/or rejection from future events.

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Thank you for your support. We are looking forward to an outstanding show!

Note: *If you are applying to our show, please keep these rules for your reference.*

www.LakeOdessaArts.com

info@LakeOdessaArts.com

www.facebook.com/LakeOArtinthePark

(616) 374-4325

45TH ANNUAL ART IN THE PARK

AUGUST 3, 2019 9 AM - 4 PM
Lake Odessa, MI

APPLICATION

OFFICE USE ONLY
Date Received: _____
Cash/Check/MO # _____ $_____
☐ NSF $35 Total: $_____
Booth # _____

ARTIST/ARTISAN INFORMATION

Name(s): _____

Street Address: _____

City/State/Zip: _____

Daytime Phone: _____ Evening Phone: _____

E-Mail: _____

Website: _____

Please tell us if you are a: ☐ first-time applicant to Art in the Park ☐ past participant, but not in 2018

If you checked one of the boxes above, did another Art in the Park vendor refer you? ☐ Yes ☐ No

If so, please indicate his/her name: _____

Do you require handicap accessibility? ☐ Yes ☐ No

Will you need assistance with unloading and loading? ☐ Yes ☐ No

Vehicle License # _____ Handicap License# _____

Type of vehicle: ☐ Car/Truck/Van ☐ Truck or van w/ trailer ☐ Motor home
☐ Other (describe): _____

Desired set-up time: ☐ Friday, Aug. 2 (6-8 PM) ☐ Saturday, Aug. 3 (6-8 AM)

How did you hear about the 2019 Art in the Park? ☐ Direct mail ☐ E-Mail ☐ Newspaper/Magazine ☐ Word of mouth
☐ Website (Name of site): _____
☐ Other (describe): _____

MEDIA (PLEASE CHECK ONE)

☐ Basketry	☐ Photography	☐ Jewelry	☐ Fiber	☐ Mixed Media
☐ Floral	☐ Drawing	☐ Sculpture	☐ Leather	☐ Specialty Food
☐ Painting	☐ Pottery / Ceramics		☐ Computer art	☐ Wood
☐ Glass	☐ Bath & Body	☐ Other (describe): _____		

Please provide a brief description of your work (1 or 2 sentences): _____

Does your merchandise have stakes that need to be inserted into the ground? ☐ Yes ☐ No

Would you like to be placed on a wait list, if not accepted or if show is full? ☐ Yes ☐ No

Demonstration of exhibitors' work is highly encouraged. Will you demonstrate your work? ☐ Yes ☐ No

Do you give us permission to use your artwork images in pre-event publicity? ☐ Yes ☐ No

Is there anything else we should be aware of? (please describe) _____

_____

REGISTRATION FEE

	11' x 11' single booth	11' x 22' double booth
Super Saver (by August 31, 2018):	☐ $40	☐ $75
Early-Bird (by December 31, 2018):	☐ $60	☐ $120
After December 31, 2018:	☐ $75	☐ $150

No checks accepted after July 15, 2019 -- cashier's checks or money orders only, please.
$35 fee for non-sufficient funds checks.

Release: I/We have read and agree to abide by the 2019 Art in the Park Rules. By signing this form, I/we fully and forever release the Village of Lake Odessa and the Lake Odessa Area Arts Commission, its agents and volunteers, from any and all causes of action, claims and demands of any nature whatsoever arising out of this event.

Date: _____ Applicant Signature: _____

Co-Applicant Signature: _____

Please print this application and send the completed form with required enclosures, to:

Lake Odessa Area Arts Commission
839 Fourth Avenue
Lake Odessa, MI 48849

Enclosures Checklist!

☐ Check payable to "Lake Odessa Area Arts Commission"

☐ 3 images of work, 1 of work in progress, 1 of display (CD or photos)

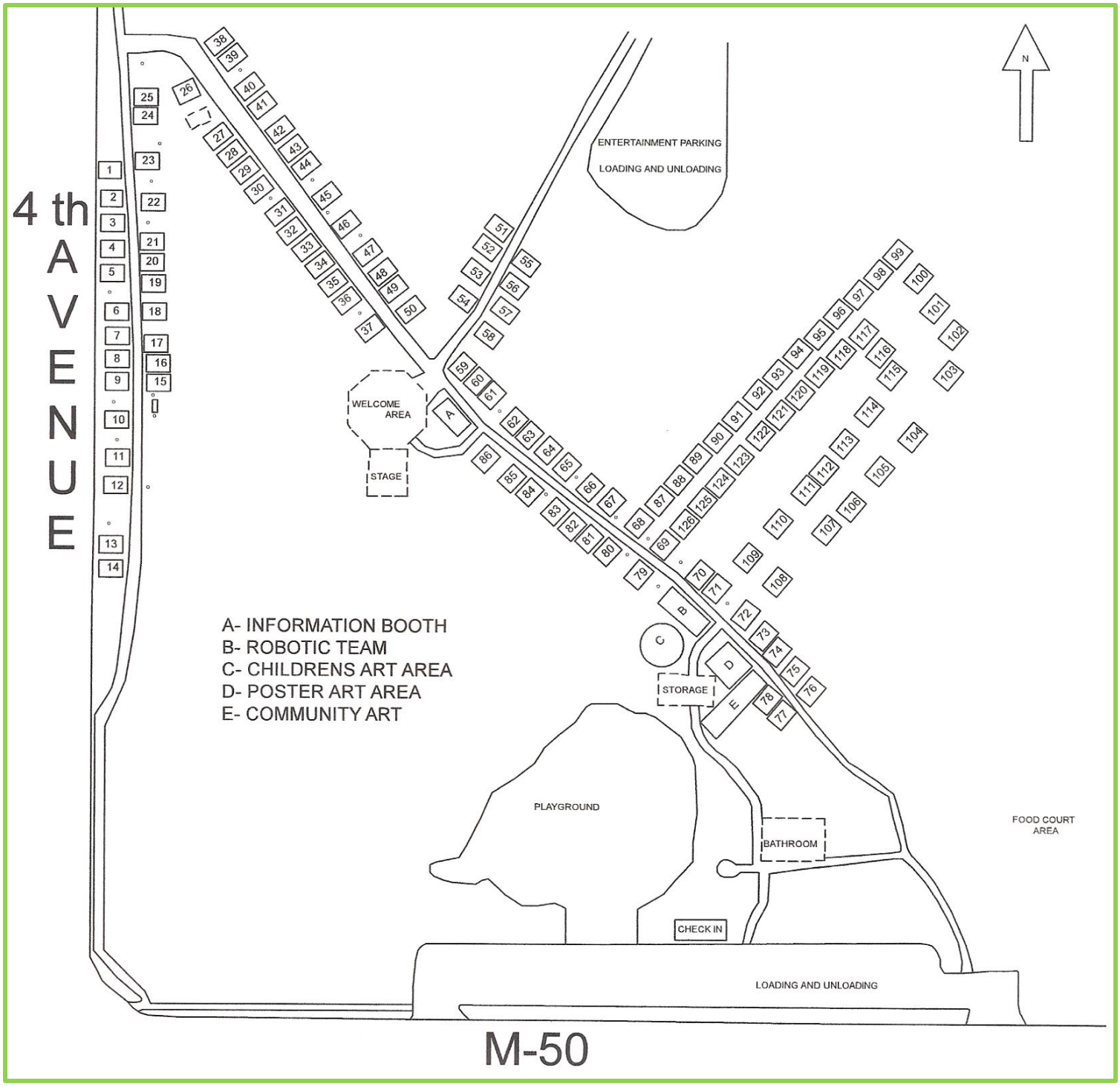
☐ Self-addressed, stamped envelope (*sufficient size to return photos or CD, please*)

☐ Marked map for booth location

Exhibitors may request a location in the park. Booth spaces are 11' x 11'.

Please note booth choices below, in order of preference. We will make every attempt to accommodate booth requests; however, there is no guarantee that all requests can be honored. Booth spaces will be assigned chronologically on a first-come basis.

Choice #1: _____

Choice #2: _____

Choice #3: _____