



2016 Artist Application

DEADLINE: JUNE 1, 2016

Jury Process: June 1–July 1

Saturday, September 24 and Sunday, September 25 • 11 AM–6 PM

Event Location: 1040–1190 W. Granville Avenue • **Event Website:** www.edgewaterartists.com

CONTACT INFORMATION (Please type or print legibly. Form must be fully completed.)

First Name _____ Last Name _____

Address _____ City _____ State _____ Zip _____

Phone _____ FEIN/IDOR# (Required) _____

Email (Required) _____

Method of Payment ☐ Cash ☐ Check ☐ MasterCard ☐ Visa ☐ AMEX

Card Number _____ Exp. Date _____ Security Code _____

Billing Address _____ City _____ State _____ Zip _____

Cardholder's Name _____ Signature _____

ARTIST INFORMATION (Please type or print legibly)

Booth space is NOT reserved until full payment and a signed Artist Application are received.

Type of Artwork: If you plan on selling more than one type of art, please check all that apply. Three (3) images of all categories need to be submitted.

- | | |
|--|---|
| <input type="checkbox"/> Fashion Accessories | <input type="checkbox"/> Illustrations & Drawings |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Mixed Media |
| <input type="checkbox"/> Painting | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Pottery & Glasswork | <input type="checkbox"/> Wearable Art |

Submission of Images: Please submit three (3) images of each category you plan on selling by one of the following: email to info@edgewaterartists.com or mail images to Edgewater Arts Festival, 3332 W. Foster Ave., #121, Chicago, IL 60625.

- ☐ Want to share a booth with another artists? Both artists MUST fill out separate applications.

I want to share with: _____

- ☐ Need to rent tent, tables, chairs, etc.? Please contact the office at info@edgewaterartists.com.

- ☐ Booth will have music (amplified music is *not* allowed)

Explain:

(*Strict limitations apply.* Festival Committee must approve music in advance.)

ARTIST BOOTH FEES

Fees include the Chicago Itinerant Merchant License fee of \$25.

_____ 10' x 10' space(s) requested x \$175 each

_____ 10' x 10' corner space requested x \$200 each

_____ 10' x 10' shared space(s) requested x \$250/booth
(\$125 per artist if paying separately)

Total Registration Fee due with application \$ _____

Application will not be processed and space will not be secured until full payment and signed application are received. Application and payment should be mailed to: Edgewater Arts Festival, 3332 W. Foster Ave., #121, Chicago, IL 60625. Please make all checks payable to: **Edgewater Artists in Motion**. For more information, contact Big Buzz Idea Group, at (847) 677-8273 or email info@BigBuzzIdeaGroup.com.

For the safety, security and benefit of our vendors, all participants must abide by the rules and guidelines on the reverse side. Any non-compliance may result in immediate removal from the festival and further action will be taken if necessary. Please indicate by signing below that you have read and will comply with the rules and guidelines set forth. **Applications will NOT be processed without signature.**

VENDOR SIGNATURE _____

DATE _____

PRESENTED BY



PRODUCED BY



2016 Edgewater Arts Festival Artist Application

ARTISTS RULES AND GUIDELINES

Artist Applications **MUST** be completely filled out, signed and submitted with supporting documentation by **June 1, 2016**. The Edgewater Arts Festival (EAF) and Big Buzz Idea Group (BBIG) are not responsible for applications that do not include the necessary documentation. **Artists with outstanding debt to EAIM and/or City of Chicago will not be allowed to participate until outstanding financial obligations are rectified.**

This is a rain or shine event. Inclement weather or Acts of God will not result in the cancellation of the event or the refunding of your fees.

Submission of an Artist Application *does not guarantee* participation in the event. All applications are juried and notified of their acceptance. Any artist not approved for the festival will be notified and will receive a full refund of all application and equipment fees.

SUBMISSION OF IMAGES

Please submit three (3) images of each category you plan on selling by one of the following: email to info@edgewaterartists.com supply the complete URL to your online gallery or mail images to Edgewater Arts Festival, 3332 W. Foster Ave., #121, Chicago, IL 60625.

BOOTH REQUIREMENTS

- Booth space is **NOT** assigned and reserved until payment and signed application are received.
- All participants will be assigned a 10' x 10' space to accommodate your creative setup.
- Participant is responsible to bring any materials necessary for setup and to maintain all of their setup equipment in a clean, orderly fashion. Tents are encouraged. Artists may participate in a bulk rental order for tents, tables and equipment. We **do not** provide running water or lights.
- Notification of acceptance will be distributed beginning on July 1.
- All participants agree to continue to sell items until 6 p.m. each day. No sales after 6 p.m.
- Artists **may NOT move** their booth space at any time throughout the festival.
- Canopies must be properly weighted down (40 lbs. or more attached per leg), and Artists should lower and properly secure their canopies overnight. Artists should NOT leave anything of value in the booth space overnight.
- Participants may **ONLY** market from their assigned space. No drilling into the street shall be permitted.
- Participants may only sell or distribute those items listed on this application. Any other items will need prior written consent of Edgewater Artists in Motion.
- Artists may share a booth, but Artists **may not** upcharge booth fees or resell booth spaces to additional participants.
- NO water or soda sales are permitted.** Any Artist doing so will be closed down without warning.

- All Artists must comply with City and State guidelines, and Artists selling food require special licensing.
- Vehicles are only allowed on the street for setup prior to the start of the event and for teardown after the festival has closed. You will be notified when it is safe to bring your vehicle onto the street. All Artists will receive a confirmation email regarding load-in and load-out times and parking arrangements, if any, for Artists. Each Artist must adhere to the established guidelines. **At no time may Artists block residential alleys or driveways.**
- EAF is meant to reflect the Edgewater community at its best. Each Artist is required to empty garbage and recyclables appropriately in the provided dumpsters. Artist space must be kept clean and free of debris. An EAF staff member will periodically monitor and review the space for cleanliness. Each Artist is responsible for providing necessary trash bags and properly bagging and disposing of all garbage from your booth. **Violators will be fined a minimum of \$100 for non-compliance.**
- It is advised that all Artists have a plan for safe handling of money (i.e. the periodic removal of cash from the area and a secure method for maintaining cash on site). Some City events have reported thefts from Artists. Please plan accordingly.

GENERAL

- All EAF participants and their employees are expected to serve as a positive representation of the community and at no time should there be any illegal activities taking place at the festival. Any vendor found in violation of these rules can be fined and immediately removed from the festival at the discretion of EAIM.
- Mistreatment of staff or volunteers will not be tolerated. BBIG/EAF/EAIM reserves the right to remove any individual or company from the event and ban from future Big Buzz Idea Group productions.
- EAIM, EAF, BBIG, employees, related festival providers and participating sponsors shall NOT be responsible for any injury, loss or damage that may occur to the vendor, its employees or property prior to, during or subsequent to the period covered by the vending contract. The Artist signing this contract assumes full responsibility for the care, safety and security of all of his or her property and expressly releases all of the aforementioned from any and all claims of loss.
- EAIM and BBIG are not liable for injury or litigation arising from the products/services you or your company offer to the public. Products offered must comply with applicable state and federal laws.
- This event will be photographed and videotaped.** By participating in this event you hereby consent to the use of your likeness or image in those photographs or video for future promotional consideration by Edgewater Arts Festival, Edgewater Artists In Motion and/or Big Buzz Idea Group.