



## Welcome Artists,

We are so delighted to have you be a part of Art in The Park 2023. We want this experience to be fun and profitable for you. Below is information you will need to know about participating that will make things go more smoothly for you.

**LOCATION OF YOUR BOOTH** – Your booth location will be sent to you at the beginning of July. If you have preferences from past years, please email us and we will try to accommodate you.

**CHECK IN** – Please come to the Gazebo in the center of the square to Check-in and get your exhibitor badge and sign for your booth. Also sign up for booth relief to visit the bathroom or get something to eat. We will have volunteers to give you a break when needed.

**SET UP TIMES** - Saturday July 15<sup>th</sup> from 6:00 to 9:00 p.m.  
Sunday July 16<sup>th</sup> any time in the morning from 6:30 on.  
Show opens at 10:00.

Your booth space is marked with chalk on the sidewalk. Booths are to be set back 5' from the sidewalk. **ABSOLUTELY NO RUGS, STAKES, OR MULCH ARE TO BE PUT INTO THE GROUND.** Thank you.

**PARKING** – Once you have unloaded your car, please move it to one of our parking lots. A map of the lots will be included in this email. There will be a few places reserved around the square Sunday morning for artists to temporarily park while unloading. The area directly behind the Court House will be closed for parking, but the Parking Garage there is open. Broadway Street in front of the Court House will be blocked off to traffic for the duration of the show. This area can be a drop off spot for supplies early in the day on Sunday. After unloading in any of the parking spots reserved for us **YOU MUST MOVE YOUR CAR TO ONE OF THE PARKING LOTS.** We thank you for your cooperation.

**SECURITY** – We will have a security guard on duty Saturday night through to Sunday morning.

**BOY SCOUTS** - We will have Boy Scouts on hand to help you move your supplies to your tent area. They will be there on Sunday morning at 6:30 am. They will return in the evening to help with getting your things back to your car. A donation of \$5.00 is suggested each time. The money goes for troop activities. Please remember the boys are not liable for any damage.

**BATHROOMS** – Public bathrooms are located across Liberty Street on the corner of North Court and Liberty.

**REFRESHMENTS** – There will be coffee or tea available Sunday morning at the Gazebo. Cold water will be available throughout the day at that location.

**AWARDS** – This year we are doing something different to make it easier for you. For the artists awards we are using your digital pictures to judge your work. The Body of Work awards will be judged in person on the day of the show. We will have banners you can attach to your tent announcing your awards, plus you will receive a ribbon. Good Luck to you all.

**SCHOLARSHIP**- This is Medina County Art Leagues' major fundraising for our Scholarship Program. We would appreciate any donations you can offer to the raffle. You can drop it off at the scholarship tent or we will come around to pick it up. A \$25 would be appreciated in you don't have a piece to include. Thanks so much.

**CONTACTS** – If you have any questions or need anything feel free to contact me- Katherine Stokes-Shafer, Committee Chair. 216-496-3178

**HOPE YOU HAVE A GREAT SHOW. ENJOY**

