

ART IN THE PARK ARTIST PARTICIPATION GUIDELINES:

Event Date: Saturday, September 25, 2021 from 10am-4pm

(Rain Date, Saturday, October 2, 2021)

Event Location: Historic Congress Park, 320 Broadway, Saratoga Springs, NY, 12866

Application deadline: **EXTENDED TO AUGUST 16TH**

Registration fee: \$100 for members/\$120 for non-members

- Artists working in all art genres are encouraged to apply. **No food or beverage vendors will be accepted.**
- All artists are required to submit 5 images of their art for review in order to be accepted into the show. Artists who have been selected for the event will receive an email confirmation during **the first week of August** with their acceptance and an invoice for the booth fee.
- Participating artists will receive an artist information guide, their assigned check-in time and their booth number assignment no later than **September 10, 2021.**
- All artist vendors are required to provide their own display materials to occupy a 12'x12' space and are encouraged to use tents with sides to protect artwork from sun, wind and/or rain. Artists are required to bring tent stakes, or something to secure their tent to the ground. **Failure to do so may result in removal from the event by Saratoga Springs Department of Public Works. Saratoga Arts assumes no responsibility for theft or damage of artwork.**
- Artists need to have their own method for processing payments for items they are selling. No artwork sales will be handled by Saratoga Arts.
- Artists must arrive at their assigned check-in time. All artists must check in by 8:30AM. All displays must be set up by 10:00am, when the event opens to the public. The event hours are 10:00am-4:00pm.
- Artist Vendors are **NOT** permitted to request a specific location in Congress Park. All locations are predetermined by Saratoga Arts.
- Artist Vendors are **ONLY** permitted to unload artwork at the Spring Street entrances to Congress Park. Absolutely **NO** vehicles are allowed to drive through Congress Park. Volunteers will be available to help you unload. No cars may be left unattended on Spring Street. (parking information will be included in the the artist information guide which will be sent out to all participating artists)
- All artist booths must be up for the full duration of the event. You may not take down your booth before closing time.
- Judging will take place in the morning. Ribbons and prizes for **3 Best in Shows and 3 Honorable Mentions** will be awarded.
- **COVID PROTOCOLS:** Hand sanitizing stations will be set up throughout the event. Saratoga Arts will follow all recommended Covid-19 guidelines for NYS Department of Health.
- **Payment cancellation policy is as follows:** Artists who cancel 3 weeks or more before the scheduled event date (9/25/21) will receive a 50% refund of their registration fee. Artists who cancel less than 3 weeks before the event date (9/25/21) will not receive a refund. Saratoga Arts unfortunately cannot be responsible for artists missing the event due to illness or other commitments.

For questions or concerns, please contact Becky Zeh, Exhibitions Coordinator at rzeh@saratoga-arts.org or 518.584.4132