

Saratoga Arts' Art in the Park Vendor Participation Guidelines –September 16, 2023

These guidelines are for both event dates. If you are only participating in one of the dates, you can disregard any of the information pertaining specifically to the date you are not participating in.

Dates:

September 16, 2023 (rain date September 30, 2023)

Event Time and Location:

10:00 AM – 4:00 PM

Historic Congress Park in Downtown Saratoga Springs, NY

Participation Guidelines:

1. Artists working in all art genres are encouraged to apply.
 - a. Acceptable mediums for this event: Only original works of fine art are accepted. Artists using the mediums of drawing, painting, ceramics, fine jewelry, mixed media, sculpture, photography, printmaking, and fiber art are encouraged to apply. Any prints should be signed limited editions of 25 or less.
 - b. Explicit language and imagery are prohibited from being displayed. Questions regarding appropriateness can be directed to admin@saratoga-arts.org.
2. Food vendors only permitted with additional permits and insurance certificates.
3. Applicants who do not conform to these guidelines will have their registration canceled and fee refunded.
4. All artists are required to submit 5 images of their merchandise.
5. Artist Vendors are NOT permitted to request a specific location in Congress Park; All locations are predetermined by Saratoga Arts.
6. All artist vendors are required to provide their own display materials that occupy no more than a 12'x12' space and are required to use a tent. Consider a tent with sides to protect artwork from sun, wind and/or rain.

7. 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.
8. Saratoga Arts assumes no responsibility for theft or damage of artwork.
9. Artists need to have their own method for processing payments for items they are selling.
10. No artwork sales will be handled by Saratoga Arts.
11. Artists must arrive at their assigned check-in time to not create a traffic jam on Spring St.
12. Artists will be allotted check-in times starting at 6:30 AM – 8:30 AM. All artists must check in by 8:30 AM.
13. All displays must be set up by 10:00 AM, when the event opens to the public.
14. The event hours are 10:00 AM - 4:00 PM.
15. Artists may not take down your booth before closing time.
16. Artist Vendors are ONLY permitted to unload/load artwork at the Spring Street entrances to Congress Park.
17. Absolutely NO vehicles are allowed to drive through Congress Park.
18. Volunteers will be on hand to assist as needed.
19. No cars may be left unattended on Spring Street. (Parking information will be included in the artist information guide which will be sent out to all participating artists).
20. Judging will take place in the morning. Ribbons and prizes for 3 Best in Shows and 3 Honorable Mentions will be awarded. By participating in Art in the Park, you are consenting to have your display reviewed for Best in Show.
21. Participating artists will receive an artist information packet with their assigned check-in time, parking, load-in and load-out information, and their booth number assignment no later than September 2, 2023.

COVID Protocol:

Hand sanitizing stations will be set up throughout the event. Saratoga Arts will follow all recommended Covid-19 guidelines for NYS Department of Health.

Each individual vendor is responsible for following safe COVID protocols.

Payment cancellation policy for the September 16, 2023, Art in the Park is as follows:

- Artists who cancel by 11:59 PM EST on September 12 will receive a 50% refund of their registration fee.
- **Artists who cancel September 13 and after will not receive a refund.**
- Saratoga Arts unfortunately cannot be responsible for artists missing the event due to illness or other commitments.
- All cancelations must occur in writing or via email to admin@saratoga-arts.org.

There will be no refunds if a vendor is unable to participate on the rain date.

For questions or concerns, please contact admin@saratoga-arts.org or call 518-584-4132.