2017 Barefoot in the Park Artists Information Packet

Dear Artist:

We are excited that you will be joining us for the 13th Annual Barefoot in the Park Fine Arts Festival presented to you by the City of Buford, May 13-14, 2017. Enclosed you will find all the necessary information you will need to participate in this year’s festival.

- Artist Information Packet – includes hotel information, directions, etc.
- Art Donation Letter for our Arts Education Scholarship Fund

We look forward to seeing you. If you need anything, please contact us at 678-677-0172 or info@barefootinthepark.org

Sincerely,

Caryn McGarity

Caryn McGarity, Executive Director
Barefoot In the Park, Inc.

“Winner of the Community Impact Award for Visual Arts Organization”
and for “Community Partnerships”

Voted Best of Gwinnett for “Best Artistic/Cultural Arts”
and

“Best Arts & Cultural Scene”
Dear Fellow Artists:

We are writing to request that you show your support of our arts and cultural community with a donation to the Silent Auction.

Barefoot in the Park, Inc. is a 501c3 nonprofit organization. Proceeds from the silent auction and the festival event support our Arts Education Scholarship Fund. Scholarships are awarded yearly to individuals in both the visual and performing arts to help further their arts education. Our Arts Education Scholarship Fund has granted over $60,000 in scholarships. Donations to Barefoot in the Park Arts Education Scholarship Fund will make it possible to continue growing art awareness and appreciation in our community and to provide more arts education scholarships in the future.

The festival provides art experiences for all ages; from the Children's Art Park to the Adult Learning Village, all under one tent. Individuals have an opportunity to participate in artistic projects and watch professional visual artists demonstrate their talents. Performing artists from across Metro-Atlanta perform on the Main Stage throughout the weekend. The artist market draws outstanding artists throughout the region, not only inspires visitors but gives art buyers access to outstanding original art to add to their collections.

For the last several years, we have had 100% of our artists donate to the silent auction. We are personally moved by the generosity of our artists and patrons, we cannot say thank you enough. Together we can make a greater impact! Please bring a donated piece of artwork to the Registration/Check-In tent on Friday during set-up.

At the auction, there will be signage letting patrons know your name and booth number so that they can visit you in your booth to do more shopping. Patrons often come back to your booth after the auction to purchase a companion piece.

The piece should be representative of the style that will be shown at the festival. If you have any questions, you can call me at 678-677-0172 or by email info@barefootinthepark.org. Thank you so much for contributing to our silent Auction.

Sincerely,

Caryn McGarity

Caryn McGarity, Executive Director
Barefoot In the Park, Inc.

1305 Mall of GA Boulevard, Suite. 100 | Buford, GA 30519
678-677-0172
www.barefootinthepark.org
Artist Information, Check-In, Setup & Break Down

**Registration/Check-In Tent**
- Friday – 8 am – 7 pm
- Saturday – 8 am – 7 pm
- Sunday – 8 am – 7 pm

**Artist Setup**
- Friday – 8 am – 6:30 pm
- Saturday – 8 am – 9:30 pm

**Festival Hours**
- Saturday – 10 am – 6 pm
- Sunday – 10 am – 5 pm

The set up and breakdown procedure will be explained in detail upon your arrival at the Artist Registration/Check in Tent. If you have any questions, a volunteer or committee member will be happy to help you.

- During set up, park your vehicle near your booth space; unload your booth, move your vehicle to designated parking areas and then return to set up your booth.
- Breakdown your booth fully before getting your car. All booths are on flat pavement and/or sidewalk areas.
- No staking of tents, canopies or panels – come prepared with at least 25lb weights for all four corners of your booth in case of inclement weather.
- City of Buford police/Show Pro Staff will circulate through the artist market during breakdown to ensure a smooth load-out, but please anticipate the possibility of brief delays while exiting the park.
- **NO CARS IN THE PARK AFTER 10:00AM ON SATURDAY or SUNDAY OF EVENT.**
- The City of Buford will have police/security in the park from 7:00 p.m. Friday through 7:00pm Sunday.
- Parking is FREE and close to the Artist Market. Artists will be given one parking pass within their artist packet. Please do not lose your pass; this is the only one you will be issued.
- Your booth must be manned at all times. We will provide booth sitters for you when you need to leave your booth. Please let a Committee person know, we will be walking around with radios, name badges and committee T-shirts.
- Please do not display any ribbons obtained from other shows.
- Artists are responsible for their display, booth and insurance. You will have back of booth storage and free multiple electrical hook-ups located on every light pole in artist market.
- A Booth Sign will be in the check-in packet with name, category and booth number. Please make his sign visible in your booth during the festival to assist the judges in locating and identifying your booth.
• Judging will take place on Saturday morning. Ribbons and Award checks will be delivered to your booth Saturday after the judging process is finalized.
• Each artist will receive a complimentary breakfast and lunch Saturday and Sunday as well as snacks, water and sodas in the VIP Hospitality Suite located on the First Floor of the Community Center. At check-in, each artist will be given 2 wristbands to enter the hospitality suite. Please do not lose them; you will need them throughout the weekend to gain access. It will be open from 8am-4pm both days.
• It is the artist’s responsibility to collect and report all sales taxes and must be mailed to Georgia Department of Revenue, Sales & Use Tax Division, P.O. Box 105296, Atlanta, GA 30303. Gwinnett Co. Sales Tax is 6%.
• Please be courteous of your fellow artists, patrons and volunteers as they enter/leave the festival area. We are all guests at the Buford Community Center, Town Park and Theatre.
• No rollerblades, scooters or bicycles are allowed in park.
• No camping, RV’s or sleeping overnight onsite.
• If you are in need of medical attention, please call 911 and notify us at the Artist Registration/Check-in tent at 678-677-0172, as soon as possible.
• We encourage you to call the police immediately in the case of a fraudulent credit card charge or bad check. If this occurs, please notify us as well so we can let the other artists know as soon as possible.
• In case of inclement weather, please contact us at 678-677-0172 for information. Event will go on Rain or Shine.

**Vendor Damage Clause**

Vendor agrees to accept all responsibility for all costs associated with any and all damage caused by the transportation, preparation, construction, operation and removal of any and all aspects of Vendor’s equipment utilized at the Barefoot In The Park Festival. Such acceptance shall include, but not limited to, damage by Vendor’s employees, agents or contractors to any third party damages to property or persons, including but not limited to sidewalks, trees, roadways, irrigation systems, water systems, sewer systems, light poles, bridges, grass, electrical power sources and delivery systems which may be owned or operated by the City of Buford. Vendor further indemnifies and agree to hold harmless the Barefoot In The Park Festival, from any of the aforementioned damages which under the direct supervision, or at the direction of the Vendor, its employees or agents in the transportation, preparation, construction, operation, and removal of the Vendor’s equipment.

**Lodging**

The Fairfield Inn and Suites is our Host Hotel, located at 1355 Mall of GA Blvd, Buford, GA 30519, 678-714-0248. The discounted room rate for our show is $89 including Breakfast. The closest hotels to the Town Park are the ones located at the Mall of GA area. You can go to [www.exploregwinnett.org](http://www.exploregwinnett.org) for more information on other hotel options in the area.

1305 Mall of GA Boulevard, Suite 100 | Buford, GA 30519
678-677-0172
www.barefootinthepark.org
Address and Directions to Festival

Buford Community Center, Town Park & Theatre – 2200 Buford Hwy, Buford, GA 30518

**North on I-85** to Exit # 120 - Hamilton Mill/Hamilton Mill Parkway and turn left to go over the Highway, continue until you get to Buford Highway 13. Festival Center is straight ahead on your left. Continue Straight ahead and take your first left into the parking lot. Check-In will be in front of building.

**South on I-85** to Exit # 120; turn right onto Hamilton Mill continue until you reach Buford Highway 13. Festival Center will be straight ahead on your left. Continue straight ahead and take your first left into the parking lot. Check-In will be in front of building.

**From Mall of GA** Head west on Hwy 20 towards Buford Hwy 13. Turn Right at Buford Hwy 13 and travel north until you get to Hamilton Mill Parkway, the Community Center will be on your left. Turn left at the light and take your first left into the parking lot. Check-In will be in front of building.

Look for signs that will direct you to Parking and Information. Artist Parking will be behind the Community Center.
Reproduction Policy

In an effort to be fair to our artist and forthright with the customers of our festival, we ask your cooperation in the following policies:

ALL ORIGINAL ARTWORK DISPLAYED MUST BE PRODUCED BY THE EXHIBITING ARTIST AND MUST BE CONSISTENT WITH THE IMAGES SUBMITTED WITH YOUR APPLICATION. YOU WILL BE ASKED TO REMOVE ANY ARTWORK NOT CONSISTENT WITH THE STYLE OR QUALITY PRESENTED IN YOUR APPLICATION.

ANY WORKS OF ART, WHICH ARE PRODUCED BY ANY MECHANICAL MEANS, i.e. GICLEES, PHOTO-OFFSET, OR ANY OTHER REPRODUCTION TECHNIQUE MUST BE LABELED A “REPRODUCTION” AND PLACED IN BROWSE BINS. FRAMED REPRODUCTIONS MUST BE LESS THAN 50% OF WORKS HANGING IN YOUR BOOTH.

BY FOLLOWING THIS POLICY ALL ARTISTS WILL BE ABLE TO OFFER A VARIETY OF ARTWORK AT VARIOUS PRICE POINTS AND THE BUYING PUBLIC WILL BE BETTER INFORMED. THIS SHOW WILL BE MONITORED FOR COMPLIANCE TO THE POLICY. OUR REPRODUCTION POLICY DOES NOT APPLY TO PHOTOGRAPHERS.

Artist Release

I hereby release and forever discharge Barefoot in the Park, Inc. Fine Arts Festival, the City of Buford, sponsoring organizations, and their directors, officers, employees, agents, and volunteers from any responsibility, personal liability, claims, loss or damage arising out of or in conjunction with my participation in Barefoot in the Park, Inc. Fine Arts Festival. Additionally, Barefoot in the Park, Inc. is not responsible for any injury sustained by exhibitors or guests while within space that may be assigned to me.

By submitting your online application form, I acknowledge having received and read the Barefoot in the Park Festival, Artists Market Prospectus, and agree to abide by all rules set forth herein and on this application form, as well as the laws of Gwinnett County and the State of Georgia. I agree that photos submitted for jurying are representative of work to be exhibited and that The Festival reserves the right, in its sole discretion, to advise me of any work that does not meet the standards set forth, and I agree that such work will be immediately removed upon request by the officials. Failure to remove such work or to abide by other rules set forth may result in my removal from The Festival without refund of fees, and/or my being prohibited from future participation.