



BUFFALO GROVE DAYS COMMITTEE
50 RAUPP BOULEVARD
BUFFALO GROVE, IL 60089

Call for Artists and Crafters!

**Buffalo Grove Days Juried Fine Arts Fair
Saturday, August 31, 2019 from Noon to 7:00 pm**

You are invited to participate in the 2019 Buffalo Grove Days juried Fine Arts and Crafts Fair!

This new event will showcase handmade items exhibited and sold by the artists.

Buffalo Grove Days is a 61 year old Labor Day weekend tradition in the Village. It includes a food tent, beer tent, carnival rides, live entertainment, parade, BBQ Challenge, Kids Craft area, and special events for persons with disabilities and their families. The festival attracts about 50,000 people each year. Demographics of the Village can be found at www.vbg.org and www.bgdays.com along with other community information, The Festival is held at Mike Rylko Community Park, 951 McHenry Road, Buffalo Grove, IL 60089.

ATMs and wi-fi will be available at the festival.

Applications are due by 8/1/2019.

Space is limited, so please get us your application soon. If there are any questions or concerns, please feel free to call Sharon Borstein at 847-732-5218 or email us at artsandcrafts.bgdays@vbg.org.

Attached are the Fine Arts & Craft Fair Rules and Regulations and an application form.

Please join us!

Sincerely,

Sharon M. Borstein and Jackie Beegun, Fine Arts & Crafts Co-Chairs

Buffalo Grove Days Fine Arts & Crafts Fair 2019

Rules/Standards

- All merchandise must be handmade or handcrafted by the exhibitor.
- Your displayed artwork must be substantially the same as the work submitted to the jury. You must remove other work, if deemed to be significantly different.
- All work must be the original design of the artist; the essential work required to make each finished piece must be done by the artist. The artist is expected to be the major contributor of the time required in the essential production of the work.
- All work must be safe, non-toxic, and fit for its intended use. If any work requires special or limited use, this will be fully disclosed and explained to the public. For example, dishware should be food-safe.
- Any commercially produced parts used in a work must play a subordinate role and may not be sold separately
- A mass-produced, cluttered, or commercial appearance to an artist display is not permitted. Limited multiples of items may be displayed where color and size are varied and are required to show clearly the range of items available for sale to fair attendees. However, if the display presents an overwhelming number of multiples, resulting in a commercial appearance, as determined by the Buffalo Grove Days staff, onsite adjustments will be requested and compliance will be required.

Ineligible Work

- T-shirts, sweat shirts, hats, and other commercially manufactured clothes, no matter how embellished by the artist
- Manufactured belt buckles sold separately from the belts
- Commercially made glassware, flatware or serving pieces no matter how embellished
- Dried flowers, in groups, arrangements, or bouquets
- Wreaths
- Anything made using a commercial kit, in any medium
- CDs and tapes
- Food

The committee reserves the right to limit work by type and looks to ensure variability of merchandise; any given art/craft category may be limited to 10% of the total.

Location

The Fair will be held, *rain or shine*, on Saturday 8/31/2019, from Noon to 7:00 pm, on the grounds of Mike Rylko Community Park, 951 McHenry Road, Buffalo Grove, IL.

Set-Up

Set-up will begin on Saturday, August 31, at 6:00 am. Buffalo Grove Days staff will direct you to your unloading location. During setup, vehicles are allowed within the fair area for drop-off only. Empty your vehicles quickly and move them immediately to the remote parking area as directed. Parking is not available for trailers. All exhibitors must be set up by 10:30 am., and vehicles must be removed from the fair area by 11 am. Bring your own carts.

Booths

All tents are 10' x 10'. Booth Fee is \$50.00 for a tented space which includes an 8' table and two chairs. Sides for your tent can be rented for \$30 extra. Extra tables are available for \$10 each, and extra chairs for \$5 each. Booth spaces may not be transferred or otherwise reassigned by the artist. No refunds are available.

Storage

There will be no storage space available behind booths. Storage must be inside your booth and under tables.

Electricity

An electric hookup is available for \$50 additional. Generators are not allowed.

Overhangs

No overhangs of the booth are permitted. Your work must be contained fully within your tent space. Booth display must not exceed the limits of the assigned space. Artwork hanging from display panels will not obstruct, or block clear and free passage. If your art work is hazardous, or interferes with your neighbor you will be asked to remove it.

Parking

A limited number of parking permits will be issued to each participant. Your parking permit is good for one car and is valid through the fest. Display the Sign! A delivery permit will also be issued. This will get you access to the Festival area for unloading/loading. The Delivery Permit is good only during loading and unloading times.

Please enter the event site on McHenry Road Northbound making a right turn into the Park. Follow the road to the lot with the Business Fair to unload. After you unload, you can park in the Green lot or exit on Deerfield Parkway.

In an effort to accommodate parking for patrons, Buffalo Grove Days requires all artists to park as directed in one of the remote lots. You will not be able to move your car into the fair area until 7:00 pm when the event is concluded. Please keep the parking area free of trash.

Sales Tax

You are responsible for collecting all applicable taxes. Direct sales tax questions to: Illinois Bureau of Revenue, mytax.illinois.gov.

Security

You are responsible for your booth and wares. Neither the Village of Buffalo Grove, The Buffalo Grove Park District, The Buffalo Grove Artists' League, or any of their employees/volunteers will be held responsible for any loss or damages of any kind.

Tear-down

Tear-down will commence at 7:00 p.m. You are not to begin tear-down early. Vehicles will not be permitted on site prior to 7:00 p.m. After 7:00 p.m., vehicles will be permitted on the fair site. Due to load-in/load-out size constraints, staggered in/out will be implemented for artists leaving the fair. *Note: In case of inclement weather, tear down procedures may change. At that time, Buffalo Grove Days staff will provide you with revised procedures.

Trash

Your trash, boxes, debris, packing material, and other waste material **must** be disposed of before you leave the fair site. Please deposit all trash in the receptacles provided.

Safety:

The Buffalo Grove Police & Fire Departments are located on the festival grounds during the festival operating hours for any emergency.

Unless artists are officially notified by Buffalo Grove Days staff of a fair emergency, booths must be opened at the fair starting time and not closed before the fair closing time. Artists concerned with their personal safety may close. Artists are expected to reopen as soon as the dangerous situation has ended.

In case of inclement weather, please follow directions given by safety personnel. In an emergency situation personal safety is our number one priority.

Open flames are not allowed.

No gasoline, kerosene, motor oils or accelerants of any kind are permitted in the fair area.

Exhibitors must comply with all local ordinances, regulations, and rules.

Buffalo Grove Days 2019

Fine Artist/Crafter Application

Please complete this application and mail it along with your fee (personal, business or cashier's check payable to Village of Buffalo Grove) to:

Buffalo Grove Days — Art Fair
 50 Raupp Boulevard
 Buffalo Grove, Illinois 60089

You will need to submit five images of the work you'll be showing to the jury. They may be .jpgs or .pngs emailed to: **artsandcrafts.bgdays@vbg.org**. Please make sure to label images with your name.

Name _____

Business Name _____

Address _____

City, State, Zip _____

Phone/Cell Number _____ Best time to call: _____ (AM/PM)

Email Address _____

Where did you hear about us? _____

Special Requirements _____

Art/Craft Description _____

Artist/Crafter Certification

I hereby certify that all items listed herein, and placed on display for sale at the Buffalo Grove Days Fine Arts & Crafts Fair, are individually hand-crafted items created by the artist above. I understand that no imports, kits, resale products or manufactured items are permitted. I also agree and accept the terms and conditions governing this event, including all parking restrictions, and recognize that failure to abide by the terms and conditions, stated or implied, could result in removal from the Fine Arts & Crafts Fair.

Signature _____ Date _____

Application Fee	Cost	x	Number Needed	=	Extended Cost
Single Tented Booth (10' x 10')	\$50.00		_____		_____
3 Sides for Single Booth	\$30		_____		_____
Double Booth (20' x 10')	\$100.00		_____		_____
Extra Table	\$10/each		_____		_____
Extra Chair	\$5/each		_____		_____
Electricity Hook-up	\$50		_____		_____
	Application Fee Total Amount:				_____

Acceptance letters will be e-mailed upon acceptance by the jury.

If you do not have an email address, please enclose a self-addressed, stamped #10 envelope.