

# The Adler Arts Center's 43<sup>rd</sup> Annual Festival of the Arts, 2024

Saturday August 3<sup>rd</sup> 10am -7pm *and*  
Sunday August 4<sup>th</sup> 10am-5pm

## Application for Admission

<p><b>Location:</b> Cook Park Libertyville, IL 60048</p> <p><b>Website:</b> <a href="http://www.adlercenter.org">www.adlercenter.org</a></p> <p><b>Send application to:</b> The Adler Arts Center Attn: Ellen Williams 1700 N Milwaukee Ave., Libertyville, IL 60048 ellen@adlercenter.org</p>	<p><b>IMPORTANT DATES &amp; DEADLINES:</b> <b>Application Deadline: April 20, 2024</b> <b>Jury Dates: May 20 – 24, 2024</b> <b>Notification of Acceptance: May 31, 2023</b></p> <p><b>BOOTH FEES:</b> Member Artist Booth Fee: \$225 Artist Booth Fee: \$250* <i>*Includes \$25 non-refundable jury fee</i></p>
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### Checklist:

- \_\_\_\_\_ Application, completed and signed
- \_\_\_\_\_ Check made out to Adler Center for appropriate Booth Fee
- \_\_\_\_\_ 4 images of your artwork, 1 image of your booth setup

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**Saturday August 3<sup>rd</sup> 10am -7pm *and*  
Sunday August 4<sup>th</sup> 10am-5pm**

The 43<sup>rd</sup> Annual Festival of the Arts is a 2-day outdoor event held in Cook Park located in historic downtown Libertyville, Illinois. With an emphasis on the visual arts, this family friendly event is presented by The Adler Arts Center and the Green Oaks, Libertyville, Mundelein, Vernon Hills Chamber of Commerce.

## **Exhibitor Rules and Regulations**

1. The festival provides the 10 x 10' booth space only. Exhibitors are responsible for providing their own display materials, tents, tables, chairs, weights, etc. Tent stakes or any other material that penetrates the ground is not allowed in Cook Park. **If the ground is wet, exhibitors are responsible for providing their own solutions. We do not provide wood chips.**
2. All exhibitors are responsible, by law, to pay all applicable city, state and federal taxes for work sold.
3. All work exhibited must be original handwork, not the work of mass production studios. All work presented must be finished. Two-dimensional art should be framed or equivalent. All artwork on display must be for sale.
4. The Adler Center reserves the right to refuse exhibition of work not consistent with submitted examples of artistic work.
5. **Exhibiting artists accept FULL responsibility for the care and safety of their work. The Adler Arts Center and the Village of Libertyville assumes no responsibility or liability for damage, theft, vandalism or lost or stolen property. Leaving work in tents over night is NOT recommended.**
6. Artists must be present with their work for the duration of the festival.
7. The Festival is a rain or shine event. In the event of inclement weather, the Church Street portion of the festival may be cancelled for the safety of the performing artists. In this case, the Adler Center staff will reach out to exhibiting artists with updates and if it is acceptable to leave early.

## **AMENITIES**

- Two (2) tickets redeemable for bottled water
- Booth sitters are available during event hours upon request
- Restrooms

## **LOAD IN/LOAD OUT**

Load in will begin at 6:30am on Saturday, August 3<sup>rd</sup>. Artists can load-in only during the designated times and must check-in at the Adler Center booth to receive Exhibitor packet. We ask that you unpack then move your vehicle before you start set-up. Load out will begin at 5pm on Sunday, August 4<sup>th</sup>.

## **PARKING**

Designated parking will be provided for Festival Exhibitors.

## **SALES TAX**

Artists are responsible for collecting and reporting Sales Tax. A Sales Tax form is provided at check-in. The current Village of Libertyville sales tax rate is 8.5%.

# 2024 FESTIVAL OF THE ARTS

## Application for Admission

Deadline for Entry: April 30, 2024

### ARTIST INFORMATION

Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Website \_\_\_\_\_ E-mail \_\_\_\_\_

Returning Artist? Yes ☐ No ☐

#### Please check only one category:

- ☐ Painting  
☐ Photography  
☐ Jewelry  
☐ 2-D: Drawing, Mixed Media, Printmaking  
☐ 3-D: Glass, Fiber, Wood, Sculpture, Ceramics  
☐ Artisan Food Vendor: Pre-packaged gourmet food items  
☐ Other: \_\_\_\_\_

Price range of artwork \_\_\_\_\_

Instagram & Social Media Handles \_\_\_\_\_

Artists should submit 5 digital images representing 4 different pieces of artistic work and 1 image showing their booth setup. Images submitted should be representative of the work to be exhibited at Festival of the Arts 2024. Images should be submitted in a JPEG format. Images may be submitted in two ways: 1) Printed and mailed with Application; or 2) By email attachment to [ellen@adlercenter.org](mailto:ellen@adlercenter.org). DO NOT SEND A CD.

Use the space below to provide a brief description of your work as you'd like it to appear on our website if accepted (30 words or less):

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Do you have any special requirements or requests? **(Please understand this is a REQUEST. We cannot guarantee that artists will have the same booth space as the previous years):**

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How did you hear about us?

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What other Festivals have you done?

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### Payment and Refunds

Artists who withdraw their application prior to May 15<sup>th</sup> and artists not selected by the application jury will be refunded 100% of their booth fee. Artists who withdraw after May 15<sup>th</sup> but before May 30<sup>th</sup> will be refunded 50% of their booth fee. Artists who withdraw after May 30<sup>th</sup> will not receive a refund. **Jury Fees are non-refundable.**

### Agreement to Terms & Certification of Work

I hereby certify that these images represent my original work and that the work is unique and made by me. I agree to follow all festival rules as outlined in the attached document. I also agree to allow images of my work to be used in event-related publicity and/or materials. I understand that my application will not be processed, and my images will not be reviewed by the application jury until the following materials are received by the Adler Center: a completed application with signature, payment including the appropriate booth and non-refundable jury fee, and 5 digital images representing my works and booth. If I am requesting my materials be returned, I have included a self-addressed stamped envelope with sufficient postage. ***I accept full responsibility for the care and safety of my work and understand that the Adler Arts Center and the Village of Libertyville assume no responsibility for damage, theft, vandalism or lost or stolen property.*** I understand that non-compliance with regulations outlined in the attached document or if I am accepted and choose not to attend Festival of the Arts, I may not be invited back as a participant in future years.

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Signature

Date

### Submit Application to:

The Adler Arts Center, Attn. Ellen Williams  
1700 N Milwaukee Ave. Libertyville, IL 60048

Or by email to [ellen@adlercenter.org](mailto:ellen@adlercenter.org)