



34th Annual - Information

Saturday January 14, 2017 – 9 AM to 4 PM

ART ITEMS:

All displayed items must be original and made by the exhibitor. Manufactured jewelry, kits, mod ceramics, commercial displays, etc. are prohibited. If you made it, painted it, carved it, formed it, knitted or crocheted it, welded or soldered it, built it or significantly altered it, then bring it! Example: you can sell a manufactured shirt or hat only if you have painted it or made significant changes; no silk screening. Clothing or jewelry must have a website or pictures to show our Committee your creative process. Please call 305-852-5458 if you are in doubt. We reserve the right to expel any vendor that does not meet our criteria without refund.

REGISTRATION:

You can download an application form & view vendor space locations from our websites. Artist spaces are \$100 (includes tax) for a 10'x10 site. Price includes tax. Please fill out registration form in its entirety, sign the application and mail with registration fee payable to: **Art Under the Oaks. Mail to: P.O. Box 433, Tavernier, FL 33070.** All applications must be received by January 1, 2017 to be guaranteed a booth space for this year's event. An acceptance postcard will be mailed to you acknowledging receipt of payment and booth location & number. If spaces are available on the day of event, registration fee must be paid in CASH. Note: A temperature-controlled dining area inside the Church Hall with tables & chairs will be provided for vendors. Coffee, cookies or donuts will be available for free to all vendors on Friday afternoon and Saturday before 9:00 AM.

SET-UP TIME & CHECK IN:

Set-up will be on Friday January 13th from 12 NOON to 6PM. Please check in at the registration desk inside Williams Hall before setting up. Artists may arrive at 6AM Saturday however all booths **MUST BE COMPLETELY SET UP** by 8:00 AM and open for business by 9AM on Saturday. Setting up and dismantling (not before 4PM) will be each vendor's responsibility. Exhibitors must set-up 1 foot away from concrete walkways to facilitate traffic flow through the exhibit area.

TEAR DOWN:

No tear down can begin before 4:00 PM. Please pack up all supplies and equipment prior to moving car into the vendor area. This will alleviate traffic issues and delays for other vendors.

SECURITY:

There is no security provided and overnight parking on the site (any vehicle) is prohibited. The church access road will be locked at 10PM Friday night and unlocked at 6AM Saturday morning. Left turns are not permitted when exiting the church parking area, only right turns.

PARKING:

On the event day from 6AM to 8AM you may park closer to your exhibit to facilitate the set-up process. Your vehicle/trailers must be moved to your designated parking area by 8AM in order to facilitate visitor traffic. Parking is **PROHIBITED** along US #1, the frontage road and the church access road. Traffic safety issues will be aggressively enforced by our local sheriff's department. Each vendor will be given one free parking pass for your vehicle and it must be displayed on your driver's side dash. Additional onsite parking passes can be purchased at the registration desk for \$5. There is free parking and shuttle bus service from Coral Shores High School less than 2/10th of a mile north of the Art under the Oaks church site.

RAFFLE:

We would greatly appreciate a donation of your artwork to be exhibited and raffled during the show. Please label your art donation with your name & booth number and bring it to the registration table after 9AM or one of our committee members will visit your booth.

ACCOMMODATIONS:

For lodging accommodations please call the Islamorada Chamber of Commerce at 305-664-4503 or contact them via email info@islamoradachamber.com

NO REFUNDS FOR INCLEMENT WEATHER OR OTHER ACTS OF GOD.