

# 2016 Grant Park Candlelight Tour of Homes



## ARTISTS' MARKET

*Hours of the Market:* Saturday, December 10<sup>th</sup>, 4-9 pm  
and Sunday, December 11<sup>th</sup>, 6-9 pm

Thank you for your interest to participate in the Artists' Market for this year's Candlelight Tour of Homes. A well-publicized and popular event each year, the Artists' Market provides a special added feature helping to make this Tour of Homes unique.

We are pleased to showcase the talents of local artists in the sanctuary of St. Paul United Methodist Church, whose stained glass windows are a work of art in themselves. All proceeds from the Artists' Market, like those of the Tour, will be divided among St. Paul United Methodist Church, the Grant Park Parents Network, and the Grant Park Cooperative Preschool.

Last year's tour had more than 1,000 visitors. The Tour Committee anticipates a similar number to attend this year's tour, all of whom must come to the sanctuary to collect their tour guide book.

This year we are considering expanding the market but will still be limiting the number of participating artists to no more than 19. We believe this number of participants will allow for better sales for each vendor and provides enough variety for the Market to continue to be a delightful and popular feature of the Tour.

## COST

Booth Fees will be based on the size of space you would like to have. The cost will range from \$70 to \$140. A map of the space will be sent out to all interested participants by November 4<sup>th</sup> so that you can determine which space you would like. Spaces will be assigned on a first come, first served basis. We will ask you for a 2nd and 3rd space choice in case your 1st choice is already taken. We can provide you with one standard 6' table and two folding chairs by request. All tables need to be covered with materials/fabric supplied by the artist. Due to the power supply on site we ask that you limit the amount of lighting that you bring to highlight your products. You will be able to plug in (2) two fixtures. We will furnish power strips and extension cords.

## SET UP & STRIKE

Set-up will be Saturday morning from 10:00 until 2:00 pm, and you will be allowed to reenter the sanctuary at 3:45 pm. The Artists' Market hours will be 4pm to 9 pm Saturday to coincide with Santa's visitation times. On Sunday the market will open at 6 pm immediately following a Candlelight Christmas Concert in the sanctuary. To be respectful of the musicians and the audience in attendance it is important that we do not open the market until 6 pm on Sunday. You are welcome to remain open after 9 pm, but the building will be locked at the close of the tour each night at 10 pm.

## SECURITY

You will be responsible for the sale and security of your products. It is your decision whether or not to leave your merchandise in the sanctuary overnight. The Tour Committee and St. Paul United Methodist Church cannot warrant the security of the building. It is a public building with general access by many people with keys. However, the sanctuary is locked each evening.

If you are interested in participating in this year's Market, please complete the attached form.

Thank you!

Please fill out this form to be considered for the Artists' Market of the 2016 Grant Park Candlelight Tour of Homes and return by email ([stpaulartistmarket@gmail.com](mailto:stpaulartistmarket@gmail.com)) by **October 28, 2016**.



You will be notified of your acceptance by November 4th and given your options for booth spaces.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_

Website (for promotional purpose ): \_\_\_\_\_

Please describe the type of artwork you create and your booth set-up:

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As a participating artist, I understand that a Booth Fee will be charged by the Grant Park Candlelight Tour of Homes Tour Committee. I will adhere to guidelines as outlined in the application letter, especially in regards to set up and break down. I am responsible for the sales of my artwork. I understand that security for my artwork is my responsibility. I also understand and acknowledge that St. Paul United Methodist Church and the Grant Park Candlelight Tour of Homes Tour Committee will not be held responsible for any lost, stolen, or damaged artwork that is brought to St. Paul United Methodist Church for sale and for display during the Grant Park Candlelight Tour of Homes.

Please complete, sign, and email this form to [stpaulartistmarket@gmail.com](mailto:stpaulartistmarket@gmail.com). We will ask for payment of booth fee by November 18, 2016. You will be able to pay your booth fee by either check made payable to *St. Paul United Methodist Church* or via PayPal. You can email us for PayPal instructions.

St. Paul requires that you certify your application by submitting an electronic signature. To certify your application, read the text below and type your name as your signature.

**I CERTIFY THAT ALL THE INFORMATION IN MY APPLICATION IS ACCURATE AND TRUE.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To highlight your art, please email images and a description of your work for publication on our official Facebook page. By doing so, you agree to grant permission to your images and information to publicize this event and your art. You are also invited to send a link to your web site for our promotional use. Like our page on Facebook (@GrantParkCandlelightTour).

Any questions? Please contact us at [stpaulartistmarket@gmail.com](mailto:stpaulartistmarket@gmail.com).