



September 2, 2019

St. Louis Sales Tax Rate: 9.679%

Dear Participants,

Welcome to Art in the Park 2019. You are one of the 80 talented artists that will make this event great. We hope this letter answers most of your questions about the day. If you still need to contact us, please respond to this e-mail.

All instructions in this document assume good weather and a dry ground. If that is not the case, everyone will need to be flexible and patient as we determine how to best preserve our park.

SET UP INSTRUCTIONS

SUNDAY, SEPTEMBER 29th, 6:30 AM: Volunteers will be at Francis Park to direct traffic and provide some assistance. You will be greeted in the street at Nottingham and Childress and given your assigned tent location. Artists' tents will be located in the grass on the east and west sides of the lily pond.

You will be instructed to follow the sidewalk until you see your booth number and then pull into your spot just **before** the booth number sign. Drive through your spot to park behind your booth area on the grass. **Do not block the drive lane behind the booths.** To exit, drive **south** on the grass and follow exit signs to exit on the **east** side of the park.

ALL VEHICLES MUST BE OUT OF THE PARK BY 9 AM. The fair begins at 10 AM. The Parks Department forbids us to allow you to park at your booth all day. Food vendors are allowed one parked vehicle. We appreciate your cooperation.

If you have multiple vehicles, please arrive at the same time. Once your booth is setup your second vehicle may not be able to park to unload.

To maximize parking for patrons, artists with trailers or extra-long vehicles that are not able to park on an angle around the park must park at the Nottingham High School parking lot located at the northwest corner of Francis Park on Neosho Street. Vehicles taking up multiple parking spots around the park, will be ticketed and towed. See the map at the end of this document for directions. There will also be directional signs. Golf cart rides from the school to the artist booth area are available for those with disabilities. Just talk to the parking attendant.

Complimentary coffee and donuts, etc. will be available for all at the hospitality booth, located at the southwest end of the lily pond, during set-up.

VOLUNTEERS

Will be available during the day if you need to step away from your booth for a bathroom break. A contact phone number will be provided on the envelope that you receive at morning check-in. **Please use this number for any questions or requests.** Also, please remember that all workers you will encounter are **volunteers** that are donating their time to create an atmosphere that increases your sales. Also, FYI, our organization is not for profit. All profit from our event is invested in the up keep and development of Francis Park and the art within it.

IMPORTANT BREAK DOWN INSTRUCTIONS

The fair ends at **5 PM.** **For the safety of all fair goers exiting the park, no vehicles will be allowed to form a line at the entrance or enter the park until 5:15 PM.** It works best if you start your tear down while you wait for the crowds to clear. The park does empty out fairly quickly after the music has stopped -- we appreciate your cooperation.

Everyone must re-enter the park at the Nottingham and Childress entrance you used in the morning. **Any artist found using another entrance will not be invited back.** You will be directed to drive behind your booth area and park behind your booth to reload. **Do not block the drive lane.**

To exit you will again drive south on the grass and follow the artist exit signs to exit on east side of the park.

ENTERTAINMENT:

We are thrilled to be able to offer three free concerts.

Jason Garms 10:00 am to 12:00 pm

The River Kittens 12:30 pm to 2:30 pm

Falling Fences 3:00 pm to 5:00 pm

Vintage Baseball 1:00 pm, 2:30 pm and 3:45 pm

Car Show 10:00 am to 4:30 pm

FOOD VENDORS INCLUDE:

Aya Sofia, Bogart’s, Bono’s Pizza, Edibles & Essentials, LeGrand’s, Maggie’s Lunchbox, Pretzel Boys and Show-Me Kettle Korn

Their menus can be found in the program you will receive at check-in.

We look forward to seeing you on Sunday, September 29th!

DIRECTIONS TO FRANCIS PARK (Entrance at Nottingham & Childress)

Highway 40 (East or West): exit at Hampton Ave. (follow directions for Highway 44)

Highway 44 (East or West): exit at Hampton Ave.

Go south on Hampton (approx. 2-3 miles). Turn right (west) on Nottingham. Nottingham runs along the north side of Francis Park. The entrance to the fair is at the intersection of Nottingham and Childress – approximately the middle of the north side of the park.

Highway 55 North: exit at Carondelet, go north (left) to Morganford, right (east) on Gravois, left (north) on Hampton.

Highway 55 South: exit at Germania, go south (right). Germania becomes Hampton Ave. Go north on Hampton. Turn left (west) on Nottingham. The entrance to the fair is at the intersection of Nottingham and Childress– approximately the middle of the north side of the park.

Don’t forget to bring mosquito repellent and be prepared for heat!

Janice Starbuck – Artist Coordinator – (314) 406-1672

