



**18th Annual  
June 3, 2017  
11am-6pm**

## **ARTIST/VENDOR APPLICATION**



Jack Benny Center for the Arts  
39 Jack Benny Drive  
Waukegan, Illinois 60087  
847-360-4740  
Waukeganparks.org



# Waukegan Park District Terms and Conditions

## Ray Bradbury's *Dandelion Wine* Fine Arts Festival

- All work on display must be created by the exhibiting artist, locally produced, and/or community oriented.
- For approval please provide at least 3 photographs of your art work. You may email the photos to [dearl@waukeganparks.org](mailto:dearl@waukeganparks.org), mail hard copies with the application, or provide us with a web address that has photographs of your work. If emailing send a follow-up email with no attachments stating that the pictures were emailed.
- RBDWFAF is a mixed-media event.
- RBDWFAF may limit the number of artists in any category. Application is not accepted unless approval given in writing.
- Applications will not be accepted without proper payment.
- All forms and payment is due by May 19, 2017, early entries receive discounted rates.
- Creating work on-site is encouraged, but noxious odors (e.g. smoke, aerosols, etc.) are prohibited.
- Load-in is between 8:30am and 10:30am.
- Cars are only permitted within the fest area for load-in (8:30am to 10:30am) or load-out (after 6pm).
- Electricity and running water are not available. Water for demonstrating will be available in the Jack Benny Center for the Arts.
- You may bring in your own cooler with food/water.
- No alcohol, smoking, or weapons (including conceal and carry) permitted on park grounds.
- Artists are responsible for their artwork and property.
- Hand billing to passers-by is prohibited.
- Printed materials (flyers, pamphlets, etc.) may be displayed within booth space.
- Amplified music, loudspeakers, megaphones, and other noisemakers are prohibited (other than at the music stages).
- Artists must consent with all city and park ordinances. <http://waukeganparks.org/regulating-ordinances>
- Artists must comply with all federal and state laws.
- Artists, by signing this, give consent to photography and video of their booth for promotional use by the Waukegan Park District's website, and/or its promotional videos, brochures, fliers, and other publications without additional, prior notice or permission and without compensation to participant.
- All tents, display stands, and art must be staked or secured to the ground to prevent wind from moving them. If there are high winds day of the event, vendor may be asked to remove their tent. Stakes and lines cannot be a trip hazard.
- Prices of any items sold must be posted.
- The display of logos or written language related to alcoholic or drug products or nudity is prohibited.
- The Waukegan Park District reserves the right to prohibit the sale of any item, product, or service at RBDWFAF.

### Insurance:

The following describes the coverage that Vendor are recommended to carry:

The lack of or deficiencies in insurance coverage shall not be construed as a waiver of Vendor's obligation to financial responsibility for any claims, damages, losses, and expenses, including but not limited to legal fees, arising out of or resulting from the vendors activities as described in the Indemnification and Hold Harmless.

General Liability Coverage – for all

Worker's Compensation Coverage – for vendors who have employees such that the state requires insurance; may be exempt if the only employees are the owner or the owner's immediate family members.

Property-for all

Auto Coverage – Must have for vendors who need to bring automobiles on district property other than a passenger car or truck or cargo van. It would be needed for such vehicles as RVs, CDL vehicles, trailers, animal pulled vehicles, etc.

### INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent permitted by law, the above vendor shall indemnify and hold harmless the Waukegan Park District and its officers, officials, employees, volunteers, and agents from and against all claims, damages, losses, and expenses, including but not limited to legal fees, arising out of or resulting from the vendors activities, provided that any such claim, damage, loss, or expense 1) is attributed to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property, and 2) is caused in whole or in part by any negligent or wrongful act or omission of the vendor, or anyone directly or indirectly employed by them, whose acts may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be constructed to negate, abridge, or otherwise reduce any other right or obligation of indemnity, which would otherwise exist as to any party or person described in this paragraph.

**I certify that I personally made all of the items that will be on display in my booth. I understand that I am prohibited from selling any item I did not create myself. I understand that the District does not assume any liability for property lost or stolen on the District premises, or for personal injuries sustained on the premises during Vendor's use of the premises and Vendor hereby agrees to assume the full risk of any injuries, damages or loss, regardless of severity, that Vendor may sustain as a result of participating at RBDWFAF. Vendor further agrees to waive and release the District from any and all losses, claims, suits or judgments or damages that Vendor might sustain as a result of any and all activities connected with or associated with participating at the RBDWFAF.**

**I have read and accept the Waukegan Park District (RBDWFAF) Terms and Conditions. I authorize the publishing of the marked information in the festival guide.**

Print Name

Signature

Date

# ARTIST/VENDOR APPLICATION

Contact: Name and Birthday (mm/dd/yy)		
Name in Festival Guide (32 characters maximum):		OK to publish <input checked="" type="checkbox"/>
Address:		OK to publish <input type="checkbox"/>
City/State/Zip:		OK to publish <input type="checkbox"/>
Phone:		OK to publish <input type="checkbox"/>
Email:		OK to publish <input type="checkbox"/>
www.		OK to publish <input type="checkbox"/>
Please send 3 photographs for approval: <input type="checkbox"/> Emailed (dcarl@waukeganparks.org) <input type="checkbox"/> Hard copy <input type="checkbox"/> or Website If you want your photographs returned include a self addressed stamped envelop.		

### CATEGORY CHOICE

**Choose the one that fits best.**

Your name will be listed under the category in the festival guide.

Artisan	Fiber/Textile	Graphic Arts
Jewelry	Literary Arts	Mixed Media
Painting	Drawing	Performing Arts
Photography	Sculpture	Community
Other (specify)		

### FEES

Makes check payable "Waukegan Park District"

Artist 10'x10' space	\$40	<input type="checkbox"/>
Space + Table & 2 chairs	\$55	<input type="checkbox"/>
Space + 10'x10' Tent	\$80	<input type="checkbox"/>
Space + Table & 2 chairs + Tent	\$95	<input type="checkbox"/>
10'x20' space (few available, artists only)	\$90	<input type="checkbox"/>
10'x20' space + Table & 2 chairs	\$105	<input type="checkbox"/>
Call 847-360-4746 for tent options		
Non-Artist 10'x10' space	\$60	<input type="checkbox"/>
Non-Artist Space + Table & 2 chairs	\$75	<input type="checkbox"/>
Non-Artist Space + 10'x10' Tent	\$100	<input type="checkbox"/>
Non-Artist Space + Table & 2 chair + Tent	\$115	<input type="checkbox"/>

**Discounts for Artists**

- Less \$15 everything submitted before January 31, 2017
- Less \$10 everything submitted before February 28, 2017
- Less \$5 everything submitted before March 31, 2017

**There are limited tables, chairs, and tents. Tents are not waterproof.**

### SECTION CHOICE

Please list your 3 preferred sections

**Space is not guaranteed—Refer to map on page 2**

1 _____	2 _____	3 _____
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### INSURANCE & WAIVER

**Must Sign and Date on page three**

I have the Insurance(s) listed on the middle of page 3 and I will submit a certificate of insurance with this form.

I will assume financial responsibility for any claim, loss, damage or expense that would be covered by the insurance vendors are recommended to carry on page 3.

**Must Sign and Date on page three**  
**Application will be denied if not signed and dated**

**Complete and sign this application by May 19, 2017.**

Allow 14 days for processing of your application.

Applications will not be accepted without proper payment.

Submission Address:

Email: **dcarl@waukeganparks.org**

**Waukegan Park District**

**Attn: Debra Carl**

**39 Jack Benny Drive**

**Waukegan, IL 60087**