

Y-Bridge Arts Festival 2019
Participating Artist's Protocol

Festival Set up

- Tents will be provided with flaps (attached after closing on Friday night), 1 table and 2 chairs. There is limited electric access. There is to be general area lighting provided in the tents. You must provide other related items for display.
- Booth set up will be in Zane's Landing, and will be 10 a.m. – 1 p.m. on Friday. All booths must be ready by 2:00 p.m.
- Artists will check in at the Welcome Tent at the Park entrance. They will receive a packet with their Booth Number sign, parking passes and booth layout map. Let the Welcome Tent folks if you will need help from volunteers to unload.
- Your vehicle can remain in the booth area for a limited amount of time so that everyone has ample access to unload and set up. Volunteers will be available to help unload. They will have carts to help you, if needed.
- Please move your vehicle to a parking area as soon as possible. The outer parking areas of Ballas Egg parking should be available at that time. The entire lot will be available after 4 p.m. Volunteers will have golf carts to help transporting you back to set up.
- While tents will be provided with flaps, you should be prepared to secure your art and booth from inclement weather.
- Once you have your booth set up, see the Best of Show representative in the Welcome Tent to enter your work in the Best of Show competition. Display your Best of Show selection prominently in your booth and attach the designated tag so the judge will easily see it. Judging will be at 6 p.m. on Friday.

During the Festival

- Volunteers are available to sit artists' booths for short periods of time for lunch and restroom breaks. Volunteers will not make sales of your art during your absence. You will need to provide the volunteer a "message" to use in your absence. Contact the Welcome Tent if you want to schedule a volunteer.
- Your booth must be open by 2:00 p.m. on Friday and 11:00 a.m. on Saturday. Booths will remain open until dark on Friday and 9 p.m. on Saturday. You may choose to bring additional lighting to highlight your art pieces as only general lighting will be provided.
- The festival is a celebration of the arts. Please keep a positive and friendly atmosphere at the festival. This event is family oriented. Please assure that the language and behavior you and guests in your booth use is appropriate for a family audience.
- Please refrain from wearing or displaying political information or opinions. Do not solicit for petitions or donations for political entities during the festival.
- Tent flaps will be closed at the time of closing on Friday. Zanesville Police officers will be present during the closing.
- Zanesville Police officers will be on duty during the entire festival and patrolling after hours.

Tear Down after the Festival

- Artists may begin tear down at 9 p.m. on Saturday. The music will continue after artist tear down begins.
- Please pack up as much as possible before bringing vehicles into the area. Try to keep vehicle parking in the booth areas as minimal as possible. A lot of people will be trying to access the same area at the same time.
- Please park on one side of the road through the park and allow enough room for food vendors and others to leave also.

Please promote this event on your social media sites. Provide the Marketing Committee with any information we can share on the Y Bridge web page or social media, as well as preferred hashtags, by e-mailing marketing@ybridgeartsfestival.com. Press releases for your local newspapers may be available upon request.