



**Utica Parks and Recreation
Old Mill Arts and Antiques Festival
7550 Auburn Road
Utica, MI 48317**

Dear Exhibitor:

The Utica Parks and Recreation Commission will be hosting its twenty-seventh annual OLD MILL ARTS AND ANTIQUES FESTIVAL to be held on the following dates and times:

Saturday	July 22, 2017	9:00 a.m.	to	6:00 p.m.
Sunday	July 23, 2017	10:00 a.m.	to	4:00 p.m.

The Festival will be held in the City of Utica's Grant Park located on Hahn St., one block east of Van Dyke, four blocks north of Hall Rd/M-59.

Enclosed is a list of fees, regulations, application form and maps to the City of Utica and Grant Park.

This Festival shall have security provided on Friday and Saturday evening, as has been the case in the past.

Any questions about the OLD MILL ARTS AND ANTIQUES FESTIVAL should be directed to the City Clerk's office at (586) 739-1600 or via e-mail at carterne.comcast.net.

Thank you.

Sincerely,

Nancy E. Carter

Nancy E. Carter
Festival Co-chairperson

Faith Terenzi

Faith Terenzi
Festival Co-chairperson

"OLD MILL ARTS AND ANTIQUES FESTIVAL" RULES FOR PARTICIPATION

DATE/TIMES: July 22, 2017 Saturday 9:00 a.m. to 6:00 p.m.
July 23, 2017 Sunday 10:00 a.m. to 4:00 p.m.

SPONSOR: The City of Utica Parks and Recreation Commission

LOCATION: Grant Park, located on Hahn St., one block east of Van Dyke, four blocks north of Hall Rd/M-59.

ELIGIBILITY: The exhibition booth fee is \$80 for artists who have their own tent/set up plus a \$20 nonrefundable registration fee if your application is accepted. If you wish to use a space in the City of Utica's tent, there is an additional \$5.00 charge. The booth and registration fees will be returned to "not accepted artists" but not to "accepted artists" who withdraw after jurying.

NOTE: *A \$35 fee will be charged to the applicant for any returned bank checks.*

BOOTH SIZE: 12' x 12'. If your set up is larger you will need two (2) booths. Exhibitors must supply their own display units, tables, chairs, electricity and sun protection.

TENT SPACES: Limited tent spaces are available at a cost of \$85.00 per space plus a \$20.00 nonrefundable registration fee. The tent spaces are 10' x 10' each. The tents are for exhibitors who do not have their own tent. (Side curtains are not available).

WE CANNOT GUARANTEE THE SAME SPACE YOU MIGHT HAVE OCCUPIED IN PREVIOUS YEARS.

SELECTION: The OLD MILL ARTS AND ANTIQUES FESTIVAL committee will be selecting the exhibitors. Exhibitors are asked to submit no less than four (4) photos (4 x 6 or smaller, please no slides) of recent work to be exhibited. One (1) photo must show your booth fully stocked and one (1) photo showing you making your art. We will keep the photos we need.

DEADLINE: Application period ends July 14, 2017. Notification of acceptance or denial will begin the end of February of 2017.

PROCEDURES: Complete application/registration form and sign the Liability/Risk statement. Return your application/registration form and photos with a check made payable to the "**City of Utica.**"

You must include a self-addressed, stamped return envelope so a response may be returned to you. If your application is accepted, photographs will be returned to you upon check in.

MAIL TO: CITY OF UTICA
OLD MILL ARTS AND ANTIQUES FESTIVAL
7550 AUBURN ROAD
UTICA, MI 48317

OR E-MAIL TO: carterne@comcast.net. However, we cannot consider your application until your payment is received.

PAYMENT: City of Utica accepts payment in the form of a check, cash, money order, credit/debit card and cashier's check until July 3, 2017. After that date, payment must be in the form of cash, money order or cashier's check.

SECURITY: There will be patrols of the exhibit areas on Friday and Saturday nights. The City of Utica will **not** be responsible for any loss or damage to artwork or display units.

SET-UP

Friday evening set-up will be permitted from 3:00 p.m. until 9:00 p.m. and again Saturday morning from 6:00 a.m. until 8:30 a.m. All vehicles must be parked by 9:00 a.m. on Saturday and 10:00 a.m. on Sunday to ensure the safety of our guests, crafters and Festival workers.

CHECK-IN FIRST at the pavilion next to the tennis courts to receive your space number and packet.

COMMISSION:

None. Exhibitors are responsible for their own sales tax.

RULES:

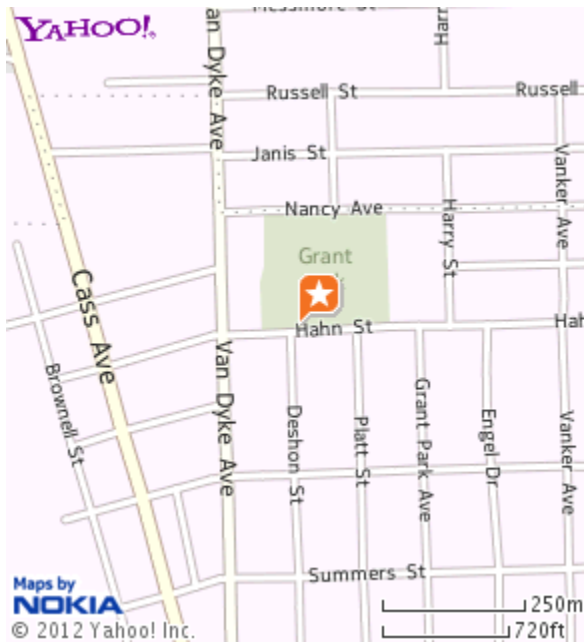
Only the category that the exhibitor presented to the Selection Committee may be displayed in their booth, all others not presented shall be removed.

**** No manufactured items are allowed**.** (See the attached "Acceptable Media.") If exhibitors are found in violation, they will be asked to remove the item(s) or asked to leave the show.

Tables inside the booth shall include presentable skirting.

Mayoral awards will be given to the winner in each media group.

MAP:



You can obtain driving directions for Grant Park using its address of:

8201 Hahn, Utica, MI 48317

City of Utica general telephone number:

586.739.1600

2017 OLD MILL ARTS AND ANTIQUES FESTIVAL

Application/Registration
 (Please print or type legibly)
 (Include photos and S.A.S.E.)

NAME:					
BUSINESS NAME:					
ADDRESS:					
CITY:		STATE:		ZIP CODE:	
BUSINESS PHONE			CELL PHONE		
E-MAIL ADDRESS					
MEDIA GROUP					
DESCRIPTION OF YOUR PRODUCT					

List special needs/requirements (i.e. handicap, shade, sunlight, etc.)

_____ \$80.00 12' x 12' space for those who have their own tent
 _____ \$85.00 City's 10' x 10' limited number of spaces for those who don't have their own tent
 \$20.00 Registration fee
 _____ **TOTAL ENCLOSED**

The undersigned applicant has read and understands the terms and conditions under which he/she will be allowed to participate in the "OLD MILL ARTS AND ANTIQUES FESTIVAL 2017" to be held July 22 and July 23, 2017. In consideration of being allowed to participate in the Festival, the undersigned agrees for his/her executors, administrators and assigns to release, discharge, indemnify and hold harmless the CITY OF UTICA PARKS AND RECREATION COMMISSION and their assigns, agents, servants and employees of any form of claims or loss or injury which may be sustained by the undersigned in the consequence of being allowed to participate as an exhibitor during the "OLD MILL ARTS AND ANTIQUES FESTIVAL 2017".

SIGNATURE: _____ DATE: _____

DO NOT WRITE BELOW THIS LINE



OFFICE USE ONLY

CHECK NUMBER: _____ DATE RECEIVED: _____ ACCEPTED: _____ REJECTED: _____



Utica Parks and Recreation
OLD MILL ARTS AND ANTIQUES FESTIVAL
7550 Auburn Road
Utica, MI 48317

RE: Acceptable Media

Please be advised that as a result of a number of reports and a subsequent investigation, the Jury Committee is tightening its enforcement of the rule regarding acceptable media.

FOR ARTS AND CRAFTS VENDORS: The exhibition of sale items not created by the artist has become a problem at many art fairs and festivals in a variety of different art media groups. This makes it difficult for those who design and create their own pieces to compete with those who pass imported and other items as their own and sell them for less. This practice not only breaks the rules but also tarnishes the reputation of the event. Our intent is to maintain the integrity of this festival by enforcing our rule regarding acceptable media.

In our document titled, "Rules for Participation," under the Misc. section it states that, **NO MANUFACTURED ITEMS ALLOWED.** This requires that the sale of items that are buy/sell, mass-produced, or manufactured in any way are to be strictly prohibited.

FOR ANTIQUES VENDORS: All merchandise will be at least 25 years old with no reproductions or new merchandise with the exception of items made from antiques, restoration products and/or antique research books with prior approval of Committee.

To enforce these rules the show committee will have to:

- **EJECT** any applicant that does not adhere to these rules.
- **EJECT** any artist that is found to be exhibiting any unacceptable items (whether it is all or part of your merchandise) at the show.

Any questions or concerns about the rules should be addressed to OLD MILL ARTS AND ANTIQUES FESTIVAL Committee by calling the City Clerk's office at (586) 739-1600 or via e-mail at carterne@comcast.net. Thank you.

Sincerely,

Nancy E. Carter

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