

SAUGATUCK DOUGLAS ART CLUB  
WATERFRONT INVITATIONAL ART FAIR

Saturday closest to the 4<sup>th</sup> of July  
[www.saugatuckdouglasartclub.org](http://www.saugatuckdouglasartclub.org)



UNLOAD TIMES are assigned with your confirmation  
VENDOR PARKING is off-site  
PARKING SHUTTLE runs from 6:30--9:30 AM and 5:00--7:00 PM

For booth and application fees see current application. The booth fee and city license fee are refundable in the event you are not accepted. Enclose a self-addressed, stamped envelope of sufficient size to return your materials along with your application. Send to Box 176, Saugatuck MI 49453-0176. Apply early for best spaces. We cash your check on receipt. If a refund is necessary we will issue another check to you.

Please send one digital image of your space set-up, one digital image of you making one of your pieces, and three digital image close-ups showing your work. All images will be juried to allow the Art Club to maintain the high quality of the show. JPG format is preferred. Bear in mind small images are difficult to show to our jury. 2700 x 1800 pixels (9" x 6") images are a common size many applicants submit. We select a image in January of one of our artists' works to go on our poster and postcard and other publicity. Submit digital images via email to [artclub@saugatuckdouglasartclub.org](mailto:artclub@saugatuckdouglasartclub.org), or on a CD with your application, however, the CD will not be returned unless appropriate postage is supplied. We will audit your display and wares for compliance with your application and submitted images. If material has not been juried, or if it is not by the artist who applied, we will tell you to put the material away. Applications received after April 1 will be charged \$10 late fee; applications accompanied by printed photos on paper will be charged \$10 processing fee.

The Club aims to have only original work in the show, therefore must strictly enforce the following restrictions. We will accept painting, graphics, sculpture, fiber, photography, jewelry, leather, glass, ceramics, woodworking or mixed media. No commercial dealers or wholesalers. All prints of the artist's work must be labeled as such. Participating artists will transact all sales and are responsible to remit the State of Michigan sales tax on those sales made during the show. No artist, no show.

A number will be assigned to you from the map available on the website. Please refer to the map for your location. Exhibit space sizes measure approximately 10'6" by 10'6". The vendor, his/her work and displays must be contained within the assigned space. Vendors must use their own display canopy. This should be sufficiently sturdy to withstand weather and crowds. PLEASE CHECK MAP for your desired space numbers. Please provide us with more than one desired space number.

Places are held until 8:30 A.M. then unclaimed ones will be available to our waiting list. The Art Club charges no commission and the chairpersons reserve the right to reject any work considered by the Art Club to be unacceptable. We will confirm your reservation and assign your space number according to date of receipt of application. An accepted application is a commitment to the show and NO REFUNDS will be made for cancellations or weather. Neither the Art Club nor the City of Saugatuck shall be responsible for any loss or damage to a vendor's display or work, or any injury resulting in any way from participation in the show.

The club's check-in booth will be open by 6:30 a.m. Unloading times are based on your booth location. Please do not setup earlier as this will cause congestion. No stakes are to be used on any lawn area, as there is a sprinkler system.

All vehicles MUST be cleared from the area by 10 AM. Please observe that traffic flows south- and eastbound on Water and Culver Streets during setup and takedown. Offsite parking and a free parking shuttle are provided. We monitor vendors parking and do not permit them to park in the downtown area. You will receive a map directing you to the offsite parking at registration. No handicap parking adjacent to the show will be available. A judge will decide the awards between 10 AM and noon. Consult the website for information about this year's awards. Display of previous year's awards is not permitted. All applications and digital photographs must be received by April 1, when they will be juried. Applicants will be informed in April about their acceptance status. All vendors should display their booth card from the vendor packet received at the check-in table.

**At take-down time we require vendors to tear down and stack their wares and displays before returning with their vehicles, in the interest of minimizing traffic congestion. Your cooperation is necessary to allow an efficient take-down process that minimizes waiting for other vendors. We will monitor compliance with this rule. Each vendor must remove his or her own display and wares, and must clean the space before 7:30 PM.**

There is one takeaway food booth permitted at the fair. Please contact the chairs regarding the rules for food vendors. Power or water cannot be made available to other booths nor are generators or propane fueled equipment allowed in them.

We hope to see you in July. Contact the organizers at [artclub@saugatuckdouglasartclub.org](mailto:artclub@saugatuckdouglasartclub.org)