

## **FESTIVAL INFORMATION**

**To all Exhibitors:**

**May 2017**

**Welcome to the 2017 *Bel Air Festival for the Arts*. We hope that our Festival is both enjoyable and rewarding for you. Please read this information package and these rules carefully to avoid problems and misunderstandings. Print and save for your records to avoid questions later.**

***ITEMS TO BE EXHIBITED:*** Please understand that no commercial items are to be sold or displayed in the Festival. You must display and sell only items that are handmade by you, the exhibitor. Exhibitors who violate this rule will be removed and barred from future participation. The committee will check for commercial items during the Festival. No food items are allowed to be sold in any form except by Parks and Recreation concessions. This includes dip and soup mixes, sauces, nuts, jams, jellies, etc.

***SPACES:*** YOUR CONTRACT PERMITS YOU TO DISPLAY YOUR WORK WITHIN YOUR 10 x 10 OR 10 x 20 SPACE ONLY. VIOLATORS WILL BE NOTED AND BARRED FROM FUTURE PARTICIPATION. There is a map of the Festival grounds at the end of this information package. Please locate your assigned space number(s) on this map and mark your space(s) for reference. To find your space on the snow fence, look for the number on white cards in the center of the space. The metal poles define the sides of each space. The width of a space is ten feet, except for youth spaces, which are seven feet wide. All are ten feet deep. Our greeters will provide you with a space number card on the morning of the Festival. This card must be displayed in your booth where it can be easily seen; it is for emergency services as well as the convenience of our visitors. Do not leave your display unattended at any time during the Festival.

***DISPLAYS:*** You must provide your own tables, chairs and display equipment. Please see that your displays are as attractive as possible and that all tables are covered to the ground. The snow fence is only a boundary; it is not for hanging artwork. No work should extend beyond the front of your booth.

***CANOPIES:*** If you use a canopy, please be certain that it does not exceed your space and infringe upon your neighbor's.

***BROWSE BOXES:*** BROWSE BOXES ARE PERMITTED FOR FINE ART CATEGORIES ONLY. THEY MUST NOT INTERFERE WITH THE MOVEMENT OF THE CROWD. Please allow 20 feet of clear space in front of your area and keep to a minimum the amount of art displayed outside your booth.

***UNLOADING:*** The map indicates the "loading zone" on Lee Street. No parking is permitted on Lee Street during the day. Please unload your vehicle and move it off Lee Street as soon as possible. If you leave your car double parked, the police will ticket you and tow it away. Under no circumstances should any vehicle be on the grounds of Shamrock Park or parked adjacent to the park, after 11:30 pm Saturday night. This is necessary to insure the security of displays that were set up on Saturday, and disregard of this rule will result in a police parking ticket and/or towing of your vehicle.

***SETTING UP:*** You may set up your booth and canopy beginning at 12 noon on Saturday the 16th. (Do not set up before noon Saturday, as space markings will not be completed until that time.) Two Security Guards will be on duty at Shamrock Park the night before the show from 6:00 pm to 6:00 am; however, we recommend that you do not place artwork in your booth until Sunday, as weather damage may occur. On Sunday morning, police-directed set up begins at 7:00 am and must be completed by 8:30 am. Any space not occupied by 8:30 will be considered forfeited and will be filled by an alternate if possible. The festival officially begins at 9 am, but shoppers often arrive earlier than that.

**PETS:** PETS ARE NOT PERMITTED ON THE FESTIVAL GROUNDS SATURDAY SEPTEMBER 16 OR SUNDAY SEPTEMBER 17, BY ORDER OF THE BEL AIR POLICE DEPARTMENT.

**PARKING:** There is no area of reserved parking for exhibitors. All-day parking will be available at the multi-level Parking Garage, one block from Shamrock Park for a \$2 donation to the Explorers. Yellow curb, fire hydrant, and handicapped parking restrictions will be strictly enforced, and vehicles will be towed way 15 minutes after a violation is issued. The parking lot across the street from the Bel Air Library parking lot is available for large trucks and trailers.

**INCLEMENT WEATHER:** There is no rain date designated for the Festival. It will be held on September 17, 2017, rain or shine. Most exhibitors erect canopies over their space(s) and all are encouraged to have some provisions for rain, if the forecast includes that possibility.

**NO SHOWS:** If unforeseen events cause you to need to cancel, please call 443-616-6708 or email [paintedstitches@aol.com](mailto:paintedstitches@aol.com) as soon as possible. Alternates may be waiting to fill the spaces of those who must cancel. There is no refund of booth fees after July 1.

**SPECIALS:** Do not advertise "day of the show specials" or use other such gimmicks, which detract from the professional appearance of the Festival.

**JUDGING:** Only Art and Photography categories will be judged. If any category has fewer than 5 who wish to be judged, that category will not be judged. Judges begin making their rounds at 10:00 am.

**BUSINESS CARDS:** Please have a supply of business cards available at your booth. Some exhibitors find that more sales occur after the show than during it.

**DEPARTING THE FESTIVAL:** DISMANTLING OF DISPLAYS MAY NOT BEGIN UNTIL 5:00 PM AND MUST BE COMPLETED BEFORE DARK. Please review the INSTRUCTIONS FOR DEPARTING THE FESTIVAL that is attached to this sheet.

**INFORMATION TABLE:** Programs, Festival T-Shirts, and the lost and found will be at the Information Table located along the sidewalk, 40 meters in front of the band shell.

**MOTELS:** There are no motels in the Town of Bel Air. Most motels are located in Edgewood, Belcamp, and Aberdeen, Maryland ... all along Interstate 95 (I-95) between 8 and 12 miles from Bel Air. A map of area motels is included as the last page of these instructions and phone numbers for area motels and inns is included in the map.

**SMOKING IS PROHIBITED IN OR AROUND EXHIBITOR BOOTHS.**

EXHIBITORS SELLING BUY/SELL ITEMS AT THE *BEL AIR FESTIVAL FOR THE ARTS* ARE COMMITTING FRAUD. THE FESTIVAL COMMITTEE IS WORKING HARD TO UPHOLD THE STANDARD OF QUALITY, HAND MADE WORK. HELP US BY REPORTING ANY BUY/SELL THAT YOU SEE THE DAY OF THE SHOW AT THE INFORMATION BOOTH. PLEASE BE SPECIFIC IN YOUR DESCRIPTION AND BE ASSURED THAT EACH CONCERN WILL BE INVESTIGATED. ANYONE CAUGHT EXHIBITING ITEMS NOT HAND-MADE BY THE PERSON WHO SIGNED THE APPLICATION, WILL BE ASKED TO LEAVE IMMEDIATELY.

# ***DEPARTING PROCEDURES FOR THE BEL AIR FESTIVAL FOR THE ARTS***

*Please read all of these instructions carefully*

***DISMANTLING OF DISPLAYS MAY NOT BEGIN UNTIL 5:00 PM ON SUNDAY AND MUST BE COMPLETED BEFORE DARK. NO EQUIPMENT MAY BE LEFT IN THE PARK OVER SUNDAY NIGHT.***

Your display must be completely dismantled before your vehicle will be allowed to enter Lee Street. Volunteers from the Bel Air Lions Club and Boy Scouts will be wearing Arts Festival T-Shirts and will check your booth space to insure that you are packed up and ready to load your vehicle. Each volunteer will be assigned an aisle or section and will be walking in that area. When you are packed, our volunteer will give you a ticket to display in your windshield to gain entrance onto Lee Street. Police Officers will not allow any vehicle to enter Lee Street without a ticket. When you are ready to load your vehicle, locate a volunteer to check your space. You will then be given a ticket to enter Lee Street.

If you wish to wait until 6:00 pm to dismantle your booth, you will be able to pull your vehicle onto the Festival grounds. You will be allowed to enter the park from the police parking lot or the ramps that will be placed in two areas on Lee Street. (See attached map). You will not be allowed to exit from the police parking lot. You must exit from one of the ramps. Maximum speed on Shamrock Park is 5 miles per hour. Violators will not be allowed to participate next year.

The only vehicles that will be allowed on Shamrock Park at 5:00 pm are those of the Public Works Department, Police Department, and the Park and Recreation volunteer food vendors.

Thank you so much for your cooperation.

*The Bel Air Festival for the Arts Committee*

## **Directions to the *Bel Air Festival for the Arts***

The *Bel Air Festival for the Arts* is held in Shamrock Park, adjacent to the Bel Air Town Hall, Police Station, and Library. The park is one block east of Main Street and the downtown business area. It is one block north and slightly east of the multi-story public Parking Garage.

### **If you are coming from the North Via I-95:**

Take the Aberdeen exit #85 and turn right onto Route 22 toward Churchville and Bel Air. Go about 9 miles. Once you enter the town limits of Bel Air, turn right at the traffic light at the fire house (Hickory Avenue). Go three blocks on Hickory. As you approach Shamrock Park, you will see the Parking Garage on your left, then the Library on your right. Turn right onto Lee Street and you are there.

### **If you are coming from the North via Route 1:**

Take Business Route 1 into Bel Air. This route becomes Hickory Avenue in the town limits. Stay on Hickory Avenue until Lee Street and turn left onto Lee Street. Shamrock Park is on your right, once you turn left.

### **If you are coming from the North Via I-83:**

Just South of the Maryland/Pennsylvania line, exit I-83 onto Route 439 to Bel Air (exit right, turn right again at stop sign. Take route 439 to Route 23. Turn right. Stay on Route 23 until you reach Route 24 in Forest Hill. Turn right onto Route 24 and proceed about 3-1/2 miles into Bel Air. At the traffic light at Broadway (Klein's Supermarket on left front), turn left and go 4/10ths of a mile to Hickory Avenue. Turn right and go three more blocks to Lee Street. Turn left onto Lee Street. Shamrock Park is on your right, once you turn left.

### **If you are coming from the South via I-95:**

At the Bel Air/Edgewood interchange, take Route 24 North toward Bel Air. Proceed about 6 miles on Route 24 to the traffic light at Route 1 (Harford Mall will be at your left front and McDonald's on your right). Turn onto Business Route 1 (Baltimore Pike), go  $\frac{3}{4}$  miles to Main Street (fifth light). Go one more block to Hickory/Maitland Street, turn left and go four blocks. As you approach Shamrock Park you will see the Parking Garage on your left, then the Library on your right. Turn right onto Lee Street and you are there.

### **If you are coming from the South via Route 1:**

Take Business Route 1 into Bel Air and go past the Harford Mall (on your left) stay on Route 1 about  $\frac{3}{4}$  mile past the Harford Mall until you reach Main Street (fifth light). Go one more block to Hickory/Maitland Street, turn left and go four blocks. As you approach Shamrock Park you will see the Parking Garage on your left, then the Library on your right. Turn right onto Lee Street and you are there.

# Driving Directions to Depart the Bel Air Festival for the Arts

*For Mapquest information use Bel Air, Maryland 21014*

## *If you are going to the North via I-95*

After exiting onto Lee Street (one way day of show). Continue on Lee Street to Shamrock Road. Turn right at Shamrock. Go 2 blocks to Churchville Road; turn left on Churchville (Route 22). Follow Route 22 for 9 miles. Enter via right exit onto I-95 North.

## *If you are going to the North via Route 1*

After exiting onto Lee Street (one way day of show). Continue on Lee Street to Shamrock Road. Turn left at Shamrock Road. Go one block to Broadway. Turn left onto Broadway go one block to Hickory Avenue. Turn right onto Hickory. This becomes Business Route 1.

## *If you are going North Via Route 83*

After exiting onto Lee Street (one way day of show). Continue on Lee Street to Shamrock Road. At Shamrock Road turn left and go one block to Broadway. Turn left onto Broadway and go one block to Hickory. Go thru intersection one more block to Route 924, which becomes Route 24 after you go under the overpass. Stay on Route 24/924 for 3 ½ miles until you come to Route 23. Turn left and stay on Route 23 until you reach 439 where you turn left. Stay on Route 439 until it intersects with I-83, which is a right entrance.

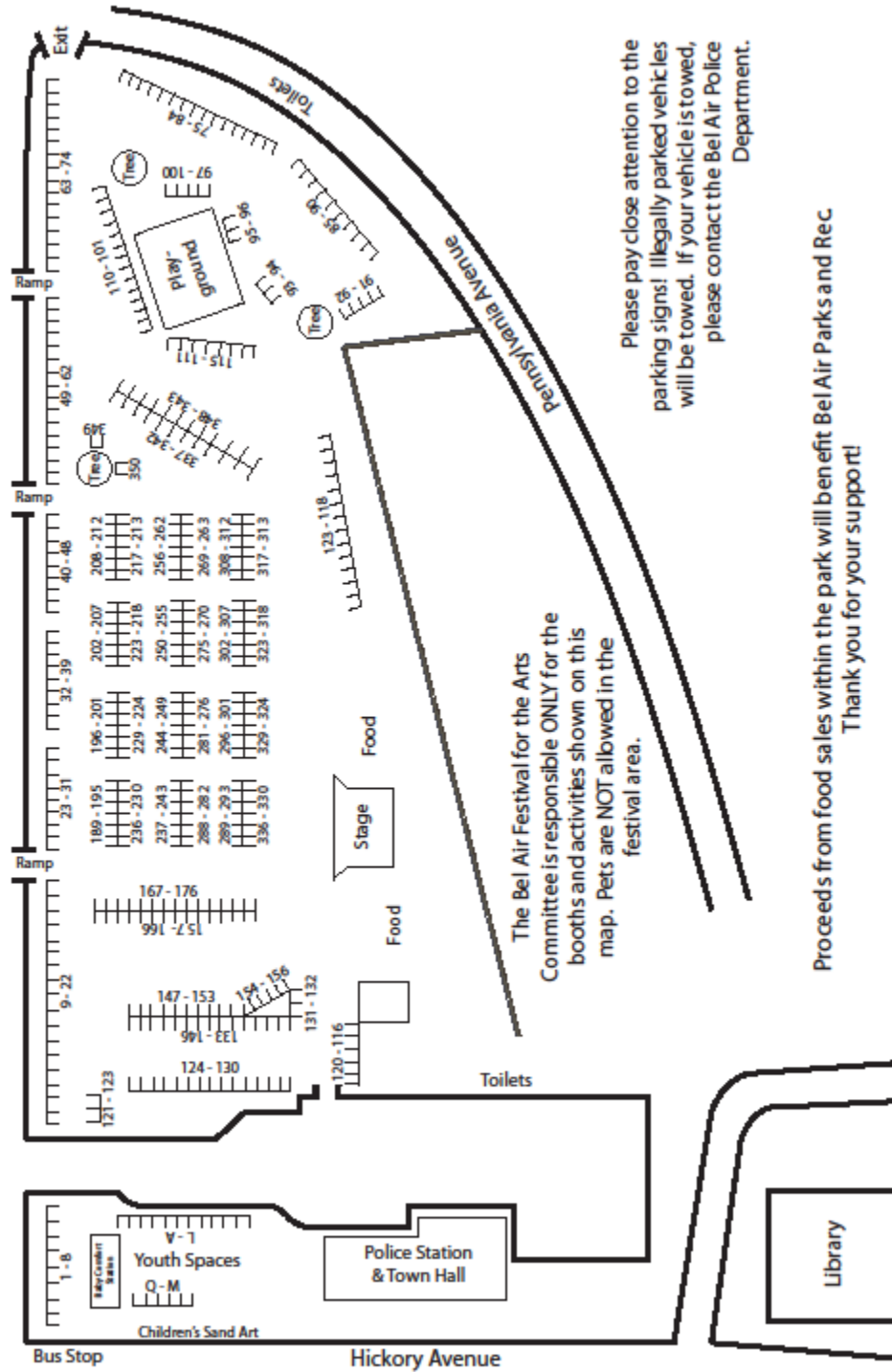
## *If you are going South Via I-95*

After exiting onto Lee Street (one way day of show). Continue on Lee Street to Shamrock Road. Turn right on Shamrock and proceed 2 blocks to Route 22 (one way in the town of Bel Air). Turn right and follow traffic pattern until you reach the intersection of Route 24. (Here you will see the Harford Mall at your upper right hand side and MacDonald's on your lower left hand side.) **TWO** lanes turn left. Stay on Route 24 for 6 miles until you get to I-95, which is a right entrance.

## *If you are going South Via Route 1*

After exiting onto Lee Street (one way day of show). Continue on Lee Street to Shamrock Road. Turn right on Shamrock and proceed 2 blocks to Route 22 (one way in the town of Bel Air). Turn right and follow traffic pattern until you reach the intersection of Route 24. (Here you will see the Harford Mall at your upper right hand side and MacDonald's on your lower left hand side.) Bear right onto Route 24 going past the Harford Mall (now on your left). Route 24 splits just past the mall. Bear to your left to go south on Route 1.

Lee Street ----> one way day of show



## Motels in the Bel Air, MD, Area

