



# 2010 EXHIBITORS GUIDE

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# I. Cultural Festivals

The Saint Louis Art Fair (SLAF) is a programming component of Cultural Festivals (CF), a private, not-for-profit, and tax-exempt corporation. Cultural Festivals is governed by a Board of Directors comprised of art, business, and civic leaders throughout the Saint Louis metropolitan area. Cultural Festivals' other programming initiatives include the Big Read Festival. The Art Fair is supported through corporate sponsorships, grants from public and private agencies, foundations, private donations, and earned income.

*The mission of Saint Louis Art Fair is to create access to a broad array of visual and performing arts experiences, nurture the development and understanding of diverse art forms and cultures, and encourage the expanding depth and breadth of cultural life in the Saint Louis area. Through exhibition, sale, performance and education, we collaborate with and serve the community.*

## LEADERSHIP

In addition to four full-time professional staff, and 5 Interns, a vast network of volunteer leaders is responsible for coordinating the Art Fair. You will find all are committed to making this festival one of the very best in the nation.

The Artist Relations Committee is dedicated to providing artists with the support needed to have a great show and enjoy your weekend. The committee will be available throughout the weekend to assist you. We have prepared these materials to best inform you well in advance of the festival.

If you have any questions, prior to the festival, you can contact Zoe Hillenmeyer, at 314-863-0278 or [zhillenmeyer@culturalfestivals.com](mailto:zhillenmeyer@culturalfestivals.com).

## CF Staff

**Cindy Lerick**, *President and Executive Director*  
(314) 863-4485, (314) 614-7152

**Laura Miller**, *Director of Operations and Programming*  
(314) 863-0292, (314) 749-1998

**Erin Vlasaty**, *Big Read Coordinator*  
(314) 863-2865

**Bruce Schwerdt**, *IT & Social Media*  
(314) 863-0291

## CF Interns

**Zoe Hillenmeyer**, *Volunteer & Production Coordinator*, (314) 863-0278

**Ashley Carlson**, *Production Intern*  
(314) 863-0292

**Erica Virgin**, *Graphic Design Intern*  
(314) 863-2865

**Grace Lowe**, *Development Intern*  
(314) 863-0291

**DeAndrea Nichols**, *Social Media & Graphic Design Intern*, (314) 863-0291

Chairman of CF's Board of Directors:

**David Smith**, *Chief Executive Officer of Smithink.*

## II. General Operations

### ON-SITE REGISTRATION

#### Location

The Sheraton Hotel  
7730 Bonhomme Ave.  
Clayton, MO. 63105  
(314) 863-0400

#### Time

Thursday, September 9 5:00 p.m. – 8:00 p.m.  
Friday, September 10 9:00 a.m. – Noon

To register, exhibiting artists must personally appear and present a current driver's license or passport. Check-in should require only a few minutes of your time.

**Artists will not be allowed on the Art Fair site without proper credentials received at on-site registration. Any exhibitor who does not properly complete on-site registration before 12:00 Noon on Friday, September 10, will lose all fees paid, deposits and rights to participate in the Saint Louis Art Fair.**

In the event of an emergency situation that will cause you to be late for registration, please contact CF Staff immediately.

You can reach us by calling our offices 314-863-0278 or by cell phone 314-749-1998.

If you are calling during registration times, please contact The Sheraton Hotel at 314-863-0400 and ask for Saint Louis Art Fair Artist Registration.

#### You will pick up your on-site packet of materials which will include:

- ▣ Name badges,
- ▣ (1) vehicle pass,
- ▣ Booth signage,
- ▣ Site map,
- ▣ Souvenir program,
- ▣ Local vendor listings,
- ▣ City of Clayton guide, and
- ▣ Other pertinent information.

### SPACE RENTAL AND ARTIST AMENITIES

**Booth space at the Art Fair is 10' x 10'. The booth space fee includes:**

- ▣ One assigned booth space measuring approximately 10' wide by 10' deep plus 2'x2' of storage space on three sides of the booth. The actual tent must be 10'x10'.
- ▣ One 500-watt electrical outlet.
- ▣ One souvenir Program Guide.
- ▣ A listing in the Art Fair Program Guide that includes your name, city, state and booth number.
- ▣ A listing on our visual on-line gallery and a hyperlink to your website and/or e-mail address for one year.
- ▣ Artist and artist assistant on-site credentials, parking pass and informational materials.
- ▣ One exhibitor's sign listing the artist's name, city, state, media and booth number.
- ▣ Two tickets for admission to Sunday morning's Artist Awards Ceremonies and Brunch (*additional tickets can be purchased for \$40*).
- ▣ Access to the Art Fair Hospitality Center for the exhibiting artist and artist assistant.
- ▣ Complimentary booth sitting sessions throughout the festival.

## BOOTH SET-UP AND DISPLAY REQUIREMENTS

Set up begins at 11:00 a.m. Friday, September 10.

Exhibitors are responsible for providing their own booth structures with canopy, light fixtures, extension cords, racks, tables, display units or other fittings suitable for outdoor use.

**Need to rent a booth?**

Contact Chad Storz  
Crown Rentals  
**636-300-1400**

## EXHIBITOR REQUIREMENTS

Exhibitors must be prepared for inclement weather with appropriate rain covers, tie-downs, and weights. CF will assist when possible, but exhibitors must come prepared. Each exhibitor will be provided with booth signage listing the artist's name, city, state, media and booth number. Place this sign in a prominent location inside your booth as it is an important aid for guests at the Art Fair.

**This is required of each artist.**

Except for reasonable breaks, each exhibiting artist must be at his/her booth and the booth must be set-up and open for business from opening to closing time each day of the Art Fair. The schedule below will be strictly followed:

<b>Friday, September 10</b>	5:00 p.m.	10:00 p.m.
<b>Saturday, September 11</b>	10:00 a.m.	10:00 p.m.
<b>Sunday, September 12</b>	11:00 a.m.	4:00 p.m.

Operation of any sound or audio-visual equipment must have the full consent of surrounding exhibitors. Sensitivity to other exhibitors should be observed at all times.

Booth assignments are at the sole discretion of the Art Fair and locations are not interchangeable. Exhibitors must leave their space in the same condition in which it was found.

### Cultural Festivals Rights

Cultural Festivals reserves the right to...

**Limit or prohibit** the operation of sound/audio-visual equipment if disruptive to others;

**Change** the location of allocated space;

**Slightly reduce or increase** the size or shape of space allotted;

**Re-arrange** the layout of unoccupied areas;

**Alter** entrances and exits to and from the site;

**Undertake** other structural alterations.

## WORK ON DISPLAY

**Artists face immediate expulsion from the show if they are found in violation of any of these policies.**

Only works of art created by the artist accepted as an exhibitor at the Art Fair may be displayed or offered for sale. Displayed works must only reflect the style and medium submitted in exhibitors' juried application on Zapp. Work must be in the media category or categories under which the artist was accepted. Work must be comparable in size, style and quality to the work pictured in the 4 first images submitted for jurying.

### PLEASE NOTE

**Work represented in the booth slide of the ZAPP process was NOT juried into the show (this was only for reference of size and display).**

For your convenience, we have attached the ZAPP jury sheet to this mailing, so you can verify you are bringing the style of work you juried with.

The artist must guarantee the authenticity and the accuracy of each description of the works they present. Works notably beyond the scope or media represented by images for the jurying process will be prohibited from exhibition.

Beginning on Friday evening, a Viewing Committee will vet the Art Fair and continue to intermittently review each booth's content throughout the weekend. **The Art Fair reserves the right to exclude from exhibition and sale any non-conforming work as determined by the Viewing Committee and/or the Executive Director. All decisions of the Executive Director and/or Viewing Committee are final.**

Artists must display their Artist Statement in their booth. This statement must detail the artist's techniques and methods used to produce the work. Artists may also display their name, logo, biographical information and business cards, as well as information about gallery representation in the Saint Louis area. **No other cards, ribbons, catalogues, brochures, flyers, posters or publicity materials may be displayed. Ribbons and/or awards from other shows may not be displayed at any time.**

No artist may let or sublet their booth either entirely or partially, with or without charge. No artist can solicit or display any corporate logo or sponsorship affiliation of any kind. Work of individuals other than those accepted and specified in the artist's application for entry may not be exhibited or advertised in the booth.

## POWER AND LIGHTING

**Exhibitors will be responsible for any damages caused by improperly configured electrical connections.**

In September, sunset occurs at approximately 7:30 p.m. CST. The Art Fair will be open on Friday and Saturday evening until 10:00 p.m., therefore all exhibitors should be prepared to adequately light their booth spaces. Service to one standard electrical receptacle (500 watts) will be provided at the rear of each booth. The quad-receptacle will be shared by four artists, please remember to plug into only one receptacle.

**We also ask that you limit the power usage in your tent to a maximum of 500-watts.** This will ensure that we do not have continuous breaker trips at the electrical main service panel. If you exceed this wattage, service to your area may be interrupted. Do not place boxes or any other items on the outlet in the service aisle behind your booth. This will prevent accidental unplugging of your cord and prevent the chance of a fire.

The Art Fair and the Clayton Fire Department must approve configuration of light fixtures, appliances and any extension cords used by exhibitors. Use of generators is not permitted. The Art Fair will remove non-conforming connections, machinery or equipment at the exhibitor's expense.

## EXHIBITOR PARKING

**Reserved parking for artists is located at Two Mark Twain Circle, Clayton, MO, next to Clayton High School.**

Each exhibitor may use one parking space within the reserved area for the duration of the festival. If you plan to bring a vehicle too large to fit into a standard parking space, tow a trailer or have other special needs, please contact Zoe Hillenmeyer, at 314-863-0278 or zhillenmeyer@culturalfestivals.com

**Need to Ship?**  
 Contact Jeff Hawkins  
 Packing Store Mini Moves  
**636-391-7511**

The Artist Parking Pass you receive at registration must be displayed at all times in the rear-view mirror. Passes are specific to the vehicle for which they are issued and are not interchangeable between vehicles. The pass will permit the artist to enter the Art Fair site (during approved times) and to park in the reserved "artist parking" area. **Any vehicle without an appropriate pass, or displaying a pass registered to another vehicle, will be towed at the owner's expense.**

Only vehicles displaying a valid Artist Parking Pass will be allowed to drive into the booth area. All vehicles must be removed from the Art Fair grounds by the times listed in the table below. Sunday evening the Clayton Police and Art Fair management will determine when vehicle access can reasonably be permitted without danger to pedestrians. We estimate that vehicles will be allowed on site between 4:45 p.m. – 5:00 p.m.

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	<b>VEHICLES IN</b>	<b>VEHICLES OUT</b>
Friday, September 10	11:00 a.m. 10:30 p.m.	3:30 p.m. 12:00 a.m.
Saturday, September 11	7:00 a.m. 10:30 p.m.	9:00 a.m. 12:00 a.m.
Sunday, September 12	7:00 a.m. 4:45 p.m.	10:00 a.m. 8:00 p.m.

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## **FREIGHT IN/FREIGHT OUT**

If you wish to ship equipment prior to the festival please contact Jeff Hawkins with Packing Store Mini Moves at 636-391-7511. All shipments must be pre-paid and arranged to arrive in Saint Louis after Friday, September 3.

Your shipment will be delivered directly to your booth at 11:00 a.m. on Friday, September 10th. The Art Fair accepts no responsibility for lost or damaged goods.

### **Please address all items shipped by you as follows:**

Name of Exhibiting Artist, Booth #  
c/o Saint Louis Art Fair  
Packing Store Mini Moves  
14341 Manchester Road  
Manchester, MO 63011

Any outgoing shipments must be arranged through Packing Store Mini Moves. The Packaging Store will arrive onsite Sunday, September 12th at 7:00 p.m. for pick up of shipments.

If you would like to arrange delivery to an out of town customer, The Packaging Store will pack and ship to your customer. To make arrangements for this service during Art Fair weekend, please call **Jeff Hawkins at 314-602-4278**.

If you choose not to use the Packing Store Mini Moves you will have to make your own arrangements with another local shipping service. SLAF does not have overnight storage space to offer.

## **ASSISTANCE NEEDED**

**Due to artists' feedback, this year we will be employing an Orange-Tie system.**

In your exhibitor packet you will receive an orange band. During art fair weekend, if you need assistance or have a question, please tie the orange band to the front left tent leg (while standing in your booth, your left), and an artist relations volunteer will be by to assist you.

## **SECURITY**

The City of Clayton enjoys a well-deserved reputation as a safe and clean community at any time of day or night. Exhibitors staying at hotels within the central business district can feel comfortable walking to and from the festival grounds. As experienced exhibitors, you know that pickpockets and other professional thieves recognize large public events as opportunities to exploit. Use precautions you would normally take when traveling and participating in any outdoor event to protect your art, cash and other treasured belongings.

**Ensuring the safety and security of property is the responsibility of each exhibitor.**

The Art Fair site will be routinely patrolled through the entire fair weekend by uniformed non-uniformed police officers.

Cultural Festivals and the Clayton Police Department have taken measures to ensure adequate security for the festival. Your photo appears on your parking pass, which must be placed in the rear-view mirror of your vehicle and visible at all times. **Any vehicle parked on the festival site without a proper parking pass will be towed at the owner's expense.** All vehicles are subject to search by the Clayton Police Department. **Furthermore, we ask that all personal items such as bags, crates and containers are clearly marked with your name.**

Once the Art Fair has closed for the evening, access to your booth is restricted. If you need access to your booth in the event of an emergency, please call the Clayton Police Department at 314-645-3000. A Clayton Police Dispatcher will contact a police officer. The officer will meet you at the site and escort you to your booth. Please be prepared to show a picture ID and your Art Fair ID badge. We appreciate your full cooperation.

## **SAFETY AND FIRST AID**

**The Clayton Police and Fire Command Booth/First Aid is located on South Meramec. If you are in a position to respond to a person who has been involved in an accident, we ask that you follow these guidelines:**

**Artist Emergency Shelter**  
Saint Louis County  
Police Headquarters  
Between Central & Meramec

**Know** the location of the First Aid Booth.  
**Report** unsafe conditions, situations or guests to staff, a committee chair, or police officer.

**If you see a suspicious package or item of any kind:**  
**Immediately locate** a police officer. Clearly describe the item and its location.  
**Do not** use your cell phone.

**In case of serious injury or illness:**  
**Locate** a radio-equipped committee member, staff member or police officer that will then contact the on-site paramedics immediately. Do not attempt to move anyone who may be injured. Stay with the individual until help has arrived.

**In the event of an accident:**  
We will make a formal accident report. Please remain at the scene until City of Clayton personnel have completed a report.

**If a crowd has gathered around an accident or injury scene:**  
Please cooperate with police and CF staff in providing the victim adequate space.

\*The Clayton Police and Fire Command Booth also serves as a Lost and Found.  
\*Disabled parking is located at the parking lot on the intersection of Maryland and North Central.

## IN THE EVENT OF AN EMERGENCY

Cultural Festivals has extensive plans for unexpected emergencies and severe weather. In the event of such occurrences, look to police officers and staff for direction. We will keep you updated on weather conditions throughout the weekend.

In the event of severe weather or an emergency situation the Art Fair will institute a “phone chain” system. The “phone chain” system will operate as follows:

1. Committee chairs and staff members will notify artist booths located at street intersections.
2. These artists will then notify the artist in the booth directly next to him/her.

**Artists in the following booths will be the initial contact to begin the phone chain:**

**100 101 134 135 200 201 236  
237 300 301 400 401 420 421  
500 501 536 537 600 601 638  
639**

**For example** booth #100 will be notified by a committee member and will then notify booth #102 who will notify booth #104 and so forth.

We hope this system will help to ensure quicker notification in the event of severe weather or an emergency situation. A committee chair or staff member will then make a personal visit to check on each artist. SLAF Staff asks that you stop what you are doing and assist with the phone chain system.

Cultural Festivals has designated several temporary mass shelters around the festival site. We have chosen the St. Louis County Police Headquarters shelter for artists. The building is located on Forsyth between Central and Meramec and can be accessed from both South Meramec and South Central. In the event of severe weather or any emergency situation that involves evacuating the festival site we ask that participating artist use this designated shelter. This will allow CF staff to better communicate with artist during an emergency situation.

If friends or relatives need to reach you in the event of an emergency during the festival weekend, exhibitors and/or assistants can be contacted through the Staff phone at (314) 749-1998 or Cindy Lerick at (314) 614-7152. Please make these phone numbers and the phone number of your hotel or host in Saint Louis available to anyone who may need to contact you or your staff in an emergency.

## WEATHER IN SEPTEMBER

Saint Louis is generally very warm and humid in early September, with temperatures ranging from the high 70's or low 80's in the hottest part of the afternoon to the low 60's in the evening; average temperature is 70 degrees Fahrenheit. Brimmed hats; lightweight and layered clothing, sunglasses, and sun block will help keep you comfortable during this time of year. During the Art Fair, exhibitors will receive updated weather reports each day so that you can plan appropriately.

## **BOOTH-SITTERS**

Volunteers are available to assist exhibitors who want to take short half-hour breaks. During these breaks the volunteer assigned to you can either booth sit or run on-site errands.

Booth-sitting schedules are based on requests received in advance on completed Artist Registration Forms. If you did not request a booth sitter on the Registration Form we can only wait-list you at this time. The festival relies on volunteer support to fulfill your requests. We will do our best to provide booth sitters but can not guarantee fulfillment of delinquent requests.

## **LOADING AREA**

SLAF has designated an area for patrons to safely park and load large pieces of artwork into their vehicle. This area is located in the alley that runs east/west between the blocks of S. Central and S. Bemiston, next to the Creative Castle. Please instruct your patrons to access this area from Bemiston Avenue just south of Forsyth. Artists should meet the patron at this area. A security guard will be stationed at this location to allow vehicles through.

## **RESTROOMS ON-SITE**

The Art Fair has a large number of portable restrooms installed on-site (including facilities accessible to those experiencing physical challenges). Please refer to site map for exact locations. Indoor restroom facilities are available for artists at the VIP and Artist Hospitality Center located in the Graybar building at 34 North Meramec.

## **III. Cancellation and Withdrawal**

No cancellation refunds will be provided. An artist who fails to register on-site by 12:00 Noon on Friday, September 10, 2010 will forfeit all rights to occupy their booth space and the Art Fair will use the space for other purposes. In such event, the exhibitor will remain liable for the full booth fee.

The Art Fair may, if required by force majeure or other reasons beyond its control, postpone or shorten the Art Fair. No exhibitor shall have any right or claim for any damages whether direct, indirect or consequential, or of any other kind, arising or alleged to arise by reason of any postponement or cancellation of the Art Fair.

## **IV. Travel to St. Louis**

**The Saint Louis Art Fair offices are located at 7818 Forsyth, Suite 210, Clayton, Missouri.**

Office hours are 9:00 a.m. to 5:00 p.m., CST, Monday through Friday.

The office telephone number is 314-863-0278; the fax number is 314-863-0418.

The Saint Louis Art Fair takes place in the central business district of one of the Saint Louis metropolitan area's most dynamic communities. Clayton's central location and proximity to local highways makes it an easy ten to twenty minute commute from almost anywhere.

## THE FOLLOWING DIRECTIONS WILL TAKE YOU DIRECTLY TO ARTIST REGISTRATION

### ARTIST REGISTRATION TAKES PLACE AT:

THE SHERATON CLAYTON PLAZA  
GRAND BALLROOM  
7730 BONHOMME AVE  
CLAYTON, MO. 63105

### From Lambert-St. Louis International Airport (approx. 15 minutes)

*(A number of taxi and hotel shuttle services are available at the airport).* If you are arriving at Saint Louis' Lambert International Airport, travel east on Interstate 70 to Interstate 170. Go south on I-170 to the Forest Park Parkway exit. Exit off of Forest Park Parkway at Central. At the light make a right on Bonhomme. Travel approximately 1.5 blocks, and the Sheraton Clayton Plaza will be on your right. On-site registration will take place in the Grand Ballroom at The Sheraton Hotel 7730 Bonhomme Ave., Clayton, MO. 63105.

### From Interstate 70 (east and west)

If you are driving to Saint Louis via Interstate 70, you should exit I-70 at Interstate 170. Go south on I-170 to the Forest Park Parkway exit. Exit off of Forest Park Parkway at Central. At the light make a right on Bonhomme. Travel approximately 1.5 blocks, and the Sheraton Clayton Plaza will be on your right. On-site registration will take place in the Grand Ballroom at The Sheraton Hotel 7730 Bonhomme Ave., Clayton, MO. 63105.

### From Interstate 64 (Hwy 40) (east and west)

If you are coming in Highway I-64/40 from the east or west go north on I-170 to the Forest Park Parkway exit. Exit off of Forest Park Parkway at Central. At the light make a right on Bonhomme. Travel approximately 1.5 blocks, and the Sheraton Clayton Plaza will be on your right. On-site registration will take place at The Grand Ballroom at The Sheraton Hotel 7730 Bonhomme Ave., Clayton, MO. 63105.

### From Interstate 55 (north and south)

If you are driving to Saint Louis via Interstate 55 it will intersect with Interstate 70 at varying locations around the metropolitan area. Take Interstate 70 west to Interstate 170; travel south on I-170 to the Forest Park Parkway exit. Exit off of Forest Park Parkway at Central. At the light make a right on Bonhomme. Travel approximately 1.5 blocks, and the Sheraton Clayton Plaza will be on your right. On-site registration will take place at The Grand Ballroom at The Sheraton Hotel 7730 Bonhomme Ave., Clayton, MO. 63105.

Travel time from downtown Saint Louis to Clayton is approx. 15 min. during non-rush hour.

Rush hour is Monday—Friday, 7:00-9:00 am & 4:00-6:00 pm

**While navigating around the Clayton area, it is helpful to know that Hanley Road, Brentwood Boulevard and Big Bend Boulevard** are the primary north/south arteries through the area

**Forsyth Boulevard and Maryland Avenue** are primary east/west routes.

**Forest Park Parkway** is an efficient route between downtown Saint Louis, Clayton, and I-170.

If you should need to get in touch with a staff member, our offices are located at 7818 Forsyth, Suite 210, just east of the intersection of Forsyth and Central Avenue.

**The Staff cell phone number is 314-749-1998.**

## **V. Hotel Accommodations**

The preferred hotel of the Saint Louis Art Fair is the Sheraton Clayton Plaza, 7730 Bonhomme, Clayton, MO 63105, 1-800-325-3535 (located just two blocks from the Art Fair site). The special rate for exhibiting artists is \$99.00 per night plus tax. Exhibitors are encouraged to make hotel reservations directly with the hotel by calling and identifying yourself as an Art Fair artist. Rates do not include applicable sales and other taxes; exhibitors are responsible for all hotel charges. **Deadline to receive discount is August 9, 2010.**

## **VI. Judging of Cash Awards**

A panel of judges will review work displayed at each exhibitor's booth from 5:00 p.m. to 7:30 p.m., Friday, September 10, and 10:00 a.m. onward on Saturday, September 11. Awards are presented at the Artist Awards Ceremony and Brunch on Sunday, September 12 at 8:30 a.m. Cultural Festivals will present \$21,000 in cash awards to 26 artists. Award winning artists are invited to the 2011 Art Fair exempt from the jurying process and application fee.

## **VII. Artists Awards Ceremonies and Brunch**

Your artist badge will serve as your ticket to the brunch, scheduled for Sunday, September 12 at 8:30 a.m. at the Sheraton Hotel in Clayton. Each artist may bring one guest. The cost for each additional guest is \$40. Please contact Zoe Hillenmeyer for any additional tickets at 314-863-0278.

## **VIII. Insurance and Limitations of Liability**

Each exhibitor must insure their property against all perils, including but not limited to the risks of fire, theft, burglary, breakage, water damage or the risks of transport to and from the Art Fair site. The Art Fair will not be liable to any exhibitor or any other person for any damage or loss whatsoever, arising from any cause except the gross negligence of the Art Fair. Without limiting the foregoing, the Art Fair will not be liable for any loss incurred by reason of failure of the exhibitor to obtain such insurance or failure of such insurance to cover any loss.

## **IX. Missouri Sales Taxes**

Current Missouri sales tax, applicable to all sales in the City of Clayton is 7.325% of the retail price. Each exhibitor is responsible for recording, collecting and paying current Missouri sales taxes on all sales made during the Art Fair including orders that will be made and delivered after the Art Fair. This requires appropriate reporting to the State of Missouri and proof of accurate records of individual transactions. The Saint Louis Art Fair will provide participating artists with appropriate sales tax forms at on-site registration.

## **X. Acknowledgement of Laws and Regulations**

The laws of the City of Clayton, the State of Missouri and the United States of America will be applicable to all questions arising under the rental of space or these conditions. Fire, safety and security regulations must be adhered to by all participants of the Art Fair. In the submission of an application for entry, the exhibitor acknowledges these conditions of participation and agrees to observe and be bound by each and every provision contained therein, and all other rules and guidelines of the Art Fair.

# XI. Schedule of Art Fair Activities and Deadlines

## THURSDAY, SEPTEMBER 9, 2010

### On-site Artist Registration

Grand Ballroom at the Sheraton Hotel

5:00 p.m. – 8:00 p.m.

## FRIDAY, SEPTEMBER 10, 2010

### On-site Artist Registration:

Grand Ballroom at the Sheraton Hotel

*You must register BEFORE you begin on-site set up or you will be ineligible for participation.*

9:00 a.m. – 12:00 Noon

On-site booth set-up

11:00 a.m. – 5:00 p.m.

All vehicles must be off site

3:30 p.m.

On-site judging of show begins

5:00 p.m.

Art Fair opens to public

5:00 p.m. – 10:00 p.m.

## SATURDAY, SEPTEMBER 11, 2010

Vehicles permitted on-site

7:00 a.m. – 9:00 a.m.

Art Fair opens to the public

10:00 a.m. – 10:00 p.m.

On-site judging of show continues

10:00 a.m.

VIP Hospitality Center Open

9:00 a.m. – 6:00 p.m.

## SUNDAY, SEPTEMBER 12, 2010

Artist Awards Ceremony and Brunch

In the Grand Ballroom at Sheraton Hotel

8:30 a.m. – 10:00 a.m.

Vehicles permitted on site  
between the hours of:

7:00 a.m. – 9:00 a.m.

VIP Hospitality Center Open

10:30 a.m. – 3:00 p.m.

Art Fair opens to the public

11:00 a.m. – 4:00 p.m.

**Exhibitors may not begin dismantling displays or tearing down booths until after the Art Fair closes at 4:00 p.m. on Sunday, September 12.**

## XII. Saint Louis Local Vendors

### Grocery Stores

#### **Schnucks-Ladue Crossing**

8867 Ladue Rd.  
314-725-7574

#### **Straubs**

8282 Forsyth Blvd  
314-725-2121

#### **Whole Foods Market**

1601 S. Brentwood Blvd.  
314-968-7744

### Pharmacy

#### **Walgreens (24 Hour)**

6733 Clayton Rd.  
314-721-6013

#### **Target**

#### **(Pharmacy, 1-hour photo)**

25 Brentwood Promenade  
314-863-6633

#### **Jennifer's Pharmacy**

30 N. Central Ave  
314-862-7400  
Closed Sunday

### Dry Cleaners

#### **Wydown Cleaners**

7620 Wydown Blvd  
314-721-2004

### Flowers

#### **A Floral Gallery**

7616 Wydown Blvd.  
314-727-1166

### Hardware

#### **Home Depot**

1603 S. Hanley  
314-647-6050

### Framing

#### **Barucci Gallery**

8101 Maryland  
314-727-2020

### Art Supply Store and Framing

#### **Artmart**

2355 S. Hanley Rd.  
314-781-9999

### Shopping Center

#### **Saint Louis Galleria**

Brentwood and Clayton Road  
314-918-9500

### Music Store

#### **Music Folk**

8015 Big Bend Blvd.  
314-961-2838

### Shipping

#### **FedEX Kinko's**

8805 Ladue Rd  
314-725-8704

### Newspapers, Magazines, Books, etc.

#### **World News**

#4 S. Central  
(314) 726-6010

# Appendix A: 2010 Exhibiting Artists

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See you in  
September!

