

*****IMPORTANT*****

- RANDOM I.D. VERIFICATIONS WILL BE CONDUCTED ON EACH DAY OF THE SHOW. PLEASE KEEP YOUR PHOTO I.D. AVAILABLE WITH YOU. THIS WILL INCLUDE COLLABORATORS.
- FESTIVAL PHOTOGRAPHERS, LOCAL MEDIA PHOTOGRAPHERS AND VIDEOGRAPHERS WILL BE AT THE FESTIVAL. THEY ARE EASY TO IDENTIFY AND ARE ONLY INTERESTED IN FESTIVAL ACTIVITY SHOTS, NOT YOUR SPECIFIC WORK. ANY QUESTIONS, CONTACT SHOW DIRECTOR.
- NO INVENTORY IS TO BE KEPT ON THE LANDSCAPED MEDIAN OR ACROSS FROM YOUR BOOTH SPACE. IT MUST BE KEPT WITHIN YOUR OWN BOOTH SPACE, YOUR HOTEL ROOM, OR IN ONE OF FOUR PODS AT THE BOARDWALK. THE PODS WILL BE AT 22ND ST., 24th , 26th AND 28TH ST.-- UNLOCKED EACH MORNING AT 9:30 AND LOCKED AGAIN AT 7:30.
- NO PART OF YOUR INVENTORY OR DISPLAY EQUIPMENT MAY EXTEND OUTSIDE THE FRONT OR SIDES OF YOUR BOOTH. **NO EXCEPTIONS, NO EXCUSES, NO HURT FEELINGS.** IF THERE IS AN EMPTY SPACE NEXT TO YOU, YOU MAY DISPLAY FROM THAT SIDE, BUT UNDER NO CIRCUMSTANCES MAY YOU PLACE INVENTORY OR EQUIPMENT IN IT.

TRY TO KEEP YOUR SALES AREA WITHIN YOUR BOOTH SPACE. ABSOLUTELY NO TABLES, CHAIRS OR CANOPIES OUTSIDE YOUR SPACE **AT ALL THAT AFFECT PEDESTRIAN TRAFFIC AT ALL.**

- THE CITY WILL PROVIDE OFFLOADING/LOADING PERMITS WHICH YOU MUST UNDERSTAND AND MUST PUT ON THE DASH OF YOUR VEHICLE WHEN OFFLOADING. YOU RISK BEING TICKETED AND/OR TOWED IF YOU DON'T. PLEASE MAKE SURE TO PULL AS FAR OVER TO ONE SIDE AS POSSIBLE AND MAKE SURE AN EMERGENCY VEHICLE COULD PASS.
- SECURE THE BACK OF YOUR REAR TENT TO THE RAILING. USE SUBSTANTIAL WEIGHT IN FRONT (50 LB EACH LEG, BARE MINIMUM. 100 LB IS BETTER). BE SURE TO SECURE ANY FRONT WEIGHTS TO THE TENT LEGS.

VOLUNTEERS WEARING YELLOW VESTS WILL ASSIST YOU IN DRIVING OFF THE BOARDWALK ON **SUNDAY NIGHT**. BREAK DOWN COMPLETELY, SPEAK WITH ONE OF THEM TO GET **A PERMIT** FOR GETTING ONTO THE BOARDWALK, LOADING UP QUICKLY AND GETTING OFF SAFELY AND QUICKLY.

Our judge this year is Carrie Spencer, Curator of Education and Contemporary Art Exhibitions at the Hermitage Museum & Gardens in Norfolk, VA. She earned an MFA in Studio Art at James Madison University, a BA in Art Education and a BA of Fine Art (Studio Arts) at Old Dominion University. She is an arts educator and a practicing artist. She taught art courses at both James Madison University and Tidewater Community College for several years and is currently teaching at Old Dominion University.