



# Kenosha Art Market

## VENDOR RULES 2022

In order to ensure a safe, efficient, customer-friendly **Kenosha ArtMarket**, we require your compliance with the following rules. ALL artist-vendors must apply every year by completing an application. Previous participation does not guarantee acceptance to the current year. Participation in one Kenosha ArtMarket does not guarantee participation in all Markets. **Only one-of-a-kind artwork that YOU made** will be considered for ArtMarket vending. (All original works in painting, drawing, printmaking, sculpture, ceramics, photography, jewelry, textiles, woodworking, mosaics.) We will not consider demonstration-only booths unless space allows.

All participants will be juried by committee for approval to vend. Submit your application at least 10 days in advance of the date(s) you wish to participate. We will approve or decline your application within 5 days of receiving your application. Payment must accompany your application.

Kenosha ArtMarket is located outdoors in Union Park, 4500-7th Ave., in the Kenosha Union Park Arts District. ArtMarket partners include: Artworks/Pencillarium, Lemon Street Gallery & ArtSpace, Re:Vision Gallery, Union Park Tavern.

### Application Submittal

1. Apply using the Kenosha ArtMarket application only.
2. Vendors may rent one or two vending spaces, but double spaces must be adjoining.
3. Vendors must commit to the entire market day, 10am - 2pm. No leaving early, even if sold out.
4. Applications using any payment method may be mailed or delivered to:  
Kenosha ArtMarket, c/o Lemon Street Gallery, 4601 Sheridan Rd, Kenosha, WI 53140
5. Only those paying online at [KenoshaArtMarket.org](http://KenoshaArtMarket.org), may email their application, saved as a PDF to:  
[KenoshaArtMarket@gmail.com](mailto:KenoshaArtMarket@gmail.com)
6. Vendors must apply, and pay booth fees, at least 10 days in advance of the date they wish to attend. There will be no refunds within 10 days of the dates you applied for except in an emergency, by written request. There are no refunds/credit because of bad weather.

### 2022 Operating Schedule

**Day:** 5 Sundays - The 3rd Sunday of the month, June thru October.

**Dates:** June 19 (Father's Day & Juneteenth,) July 17, August 21, September 18 and October 16.

**Time:** 10am to 2pm.

**Where:** Union Park, 4500 - 7th Ave.

**Set-up:** ALL booth spaces will be assigned by management. Set-up between 8am-9:45am - You must be completely set up before 10am.

**Take-down:** Pack up at 2pm, not before. Your artwork, tent, etc. must be off the grounds by 4pm.

### BRING YOUR OWN DISPLAY: 10x10 tent, weights, table, chair, display furniture and a rug/mat.

1. Booth size shall be 10' wide x 15' deep.
2. The width represents the front area that is open to the public. Management reserves the right to increase booth size.
3. The back of the space may be used for merchandise and equipment storage.

4. Vendor may choose to bring a standard, 10' x 10' tent with a canopy. We recommend an EZ-Up brand tent. If you use a tent, it **MUST** be secured with weights at all times. 25# on each corner is recommended. Heavy duty screw-in stakes may be used with approval. Straight stakes are not acceptable.
5. Bring tables or mobile walls to display your artwork, and a chair if you want to sit. A rubber floor mat/rug will make standing on damp grass all day **MUCH** more comfortable!
6. Electricity is not available to vendors.
7. ArtMarket operates rain or shine. **There are no refunds/credit for bad weather.**

### **Parking— LEAVE CLOSE STREET PARKING FOR YOUR CUSTOMERS!**

Vendors **MAY NOT** park on either side of the streets or avenues surrounding Union Park. Park at least one block away, so your customers have the convenient parking.

### **Unloading and Loading**

**Vendors may temporarily park anywhere around the park to unload/reload their merchandise.** Please bring help, and your own cart. **Set up:** Please unload your vehicle completely, then move your vehicle to a parking space *at least one block away*, before setting up your display. It is important that you move your vehicle before setting up, so that other vendors can get in to unload. **Take down:** Pack up your display completely before retrieving your vehicle. Do not line up to load until your booth is packed up.

### **Vendor Miscellaneous Info**

1. On short notice, like Saturday night or Sunday morning, if a vendor will not make it to the market, **TEXT Melanie Hovey at 262-496-3898**, as early as possible, so the vendor layout can be adjusted. Vendors may not 'sublet' their booth space.
2. A vendor may not leave ArtMarket early, even if sold out, unless it's an emergency.
3. Smoking by vendors, their staff or market volunteers is not permitted anywhere in Union Park, which is all ArtMarket grounds. Vendors who must smoke **MUST** stand across the street or sit in their car. Rule includes: cigars, cigarettes, pipes and (vaping) electronic cigarettes.
4. Vendors may not play music, unless it is live, un-amplified, singing or instrumental. Please be respectful if there are scheduled musicians, a live play or reading going on.
5. Vendors may not bring their pets.
6. Restrooms (and breakfast/lunch) are located inside Union Park Tavern (across the street,) or you can walk to the partner art galleries after 11am. Volunteer booth-sitters may be available, should you need to leave your booth for a few minutes. Ask at the info table.
7. Many people pay with cash. Don't forget to bring an adequate "bank" to make change for your customers. A small bank box or money pouch with a roll of each coin, several \$1s, \$5s and \$10s. Also look into accepting credit cards. There are a number of "use as needed" card services companies (like Square, PayPal, etc) that cater to vendors like you doing fairs and markets.
8. Images of your artwork that were submitted with your application may be used without compensation for advertising purposes.
9. For exponential advertising impact, please use all of your social media accounts to spread the word about Kenosha ArtMarket. Like and share Kenosha ArtMarket posts, especially the markets you will be participating in. We will post for artist recruitment, while also advertising to customers about the ArtMarket itself. We will feature individual artists as they sign on, and will use the images you submitted with your application. It helps everyone if you post and share something every week within your networks.