

Hello Artists,

Thank you again for participating in the 14th Annual Winter Springs Festival of the Arts and we look forward to seeing you and your beautiful works of art.

Below you will find check-in information for the festival.

CHECK-IN will be available on Friday, October 15, **AFTER 3PM (enforced by Winter Springs police.)** **SET-UP** will be **from 3:00 pm – 6:00 pm on Friday, October 15** on the West end of Blumberg Blvd., coming in from Bear Springs Dr. (**previously Doran Blvd**).

Overnight security will arrive at 10:00 pm on Friday and will be there Saturday night as well.

At check-in, you will receive the following:

- Booth sign with booth number on it
- Map of the booth numbers in the festival guide
- Name tags (for you and your assistant)
- Copy of show rules & regulations that must be signed at check in
- Schedule of events (below)

SATURDAY, OCTOBER 16

You may begin checking in on Saturday morning at 7:00 am.

8:30 – 10:00 am - Light refreshments will be available for the artists in the VIP tent

9:00 am – Vehicles must be removed from the show area and parked in Artists Parking

9:30am - **Set-Up MUST be complete**

10:00 am - Judges begin circulating (work does not need to be taken out of the booth)

10:00 am - **The Winter Springs Festival of the Arts Show Opens**

12:15 – 2:00 pm - Light refreshments will be available for the artists in the VIP tent.

5:00 pm - **The Winter Springs Festival of the Arts Show Closes**

5:30pm - The Meet the Artist Party (MAP) opens for Artists and Assistants
(Name Tag REQUIRED for entry)

6:30pm - Awards announced at the “Meet the Artists Party” (MAP)

SUNDAY, OCTOBER 17

9:00 – 10:00 am - light refreshments will be available in VIP tent

10:00 am – **The Winter Springs Festival of the Arts Show Opens**

12:15 – 2:00 pm - Light refreshments will be available in VIP tent

5:00 pm - Purchase award money slips (PATRON DOLLARS) MUST be turned into the VIP tent

5:00 pm - **The Winter Springs Festival of the Arts Show Closes**

****Purchase award money slips MUST be turned into the
VIP tent by 5:15pm****

NO BREAKDOWN CAN OCCUR PRIOR TO 5:00 PM.

**Thank you for participating in the Winter Springs Festival of the Arts.
We look forward to seeing you next year!**