



The Friends of Boerner Botanical Gardens' Art at the Gardens is scheduled for Sunday, May 1, 2011 from 10:00AM to 3:00PM. This will be a rain or shine event. In the event of inclement weather, spaces indoors will be provided for all outdoor vendors.

Art at the Gardens is a juried event. Early application deadline with a \$5 fee is February 1, 2011. Late application acceptance will be February 2, 2011 through April 4, 2011 and will be subject to a late application fee of \$10. After April 4, 2011, **NO** application will be considered. These amounts are non-refundable. Please make checks payable to FBBG (Friends of Boerner Botanical Gardens). There is a \$50 booth fee for this event and if your application is accepted, your \$5 or \$10 fee will go towards that \$50 booth fee. You must be available for the entire timed event: 10:00AM to 3:00PM on Sunday, May 1, 2011 with set-up starting at 8:30AM and breakdown from 3:00-4:00PM

Work Samples:

This will mark the fourth Art at the Gardens' event. Our goal is to showcase local artists with work appropriate for our venue. We strive to find artists who create quality handmade pieces and we are always looking for new vendors and artists to bring their individual flair to the Gardens.

Please submit at least 3 images of your work. This should include a representation of the art you intend to display at your booth as well as a photograph (if you have one) of a previous booth you have set up.

We regret that websites cannot be considered as a substitution for submitting work samples. Subsequently, you do not need to have a website to apply, however, if you do have a website, please include it in the space provided.

Sharing a Booth:

You are more than welcome to share booths with other artists. Please keep in mind that you will be juried based on the samples you provide and those samples must represent all the art you intend to bring to Art at the Gardens.

Please fill out one application only for the combined work of your intended group. There should be one contact responsible for passing on all the information to the rest of your group. We cannot be responsible for contacting multiple people except where individual booths are concerned.

Acceptance:

There will be 30 booth spaces available, both inside the Education and Visitor Center and outside, on the lawn in front of the Education and Visitor Center. Notifications of early application acceptances will go out the week of February 14, 2011. Notifications of late application acceptances will go out by April 8, 2011. We will notify you by email regardless of the status of your acceptance. If you are accepted, in addition to an acceptance email, we will also mail you a contract and your photos via USPS. If you are not accepted, your photos will be returned to you via USPS.

Unfortunately, due to the amount of applications received, we will not be able to give feedback on denied applications. Thank you for your understanding ahead of time.

Vendor Fees:

Application fee of \$5 (or late application fee of \$10) will **not** be reimbursed in the event that you are not juried into the show. If you are chosen, your \$5 (\$10) application fee will be applied toward your booth fee of \$50 (balance to equal \$45 [\$40] in the event that you are accepted). If you need to back out of the event, you must let us know by April 15, 2011 for a refund. **After April 15, 2011, no fees will be eligible for return.**

Venue & Booth Information:

Your booth space will be 8x8 feet if you are inside and 10x10 feet if outside. Outdoor vendors will be seen first by public as the event is located in front of the Education and Visitor Center. Tents will be available for rental prior to the event for a \$15 fee. Indoor spaces are limited to vendors with breakable and more fragile items. If you need to rent a 6 or 8 foot table for your booth or to rent a tent, there will be a spot available in your contract to note your rental needs. Table rental is \$5 per table. Chairs will be provided and you can note the necessity of 1 or 2 chairs on your contract once you have been accepted to the show. Should you have your own booth set-up, please also note that on your application and include a photograph of your booth set-up as one of your submission photos.

Raffle:

To give artists and crafters greater publicity and help raise funds for the Friends of Boerner Botanical Gardens' children's horticultural education classes, vendors are encouraged to donate an item for a raffle. The item will be displayed along with a business card during the event.

Questions:

For additional information, please contact artatthegardens@gmail.com or jschmitz@fbbg.org. We will reply to your email as quickly as possible.

Please double-check that you have completed the following steps before submitting the application:

1. I have filled out the application completely
2. I have included \$5 (\$10) check or cash for my application fee to **FBBG**.
3. I have included at least 3, but no more than 10, photographic samples of my work
4. I understand that I am not guaranteed a spot at Art at the Gardens.
5. I understand the above information as it has been laid out.

Send application, fee and photos to:
Friends of Boerner Botanical Gardens
Attn: Jennifer Schmitz
9400 Boerner Dr.
Hales Corners, Wi 53130

If you know of someone who would also be interested in participating in Art at the Gardens, please direct them to our website at www.boernerbotanicalgardens.org. (Click on 'Visit' and 'gift shop' to be directed to the application.) They can also call 414-525-5664.

Thank you for your interest in Friends of Boerner Botanical Gardens Art at the Gardens!