

Exhibitor Information

Registration Information:

- Check in Friday from 6:00 – 8:00 pm or Saturday 6:30-8:00 am at the Cedar Key Arts Center.
- All artists must check-in and register prior to setting up.
- Artist must check themselves in. An ID will be required. No partners or proxy exhibitors.
 - Materials to be picked up at Registration include: Car Pass (allows you to drive on 2nd St during set-up & take-down and park in designated areas); Name Tag for you and your guest; Booth Tag to place on your tent; Festival information sheet including Street map; Tickets for Artist Breakfast and Awards Reception; Prepaid tickets to “purchase” water festival weekend.

Set-up & Take-down

- Friday set-up begins at 7:00 pm, Saturday at 6:30 am. PLEASE do not try to set up early.
- If you are assigned to set up on Friday, you can set up on either Friday pm or Saturday am.
- Unload and move vehicles as quickly as possible, before setting up your booth.
- Please complete your Friday night set-up by 10:00 pm; Saturday morning set-up by 9:00 am.
- No vehicles will be allowed on 2nd street after 9:00 am Saturday.
- If you need assistance to set up your booth, please let us know ahead of time if possible.
- Booths should remain open to 5 pm on Saturday and 4 pm on Sunday.
- Booth should be dismantled no later than 8 pm on Sunday.
- Bring a flashlight in case you need it.

Booth Details

- 10' x 10' tents are recommended. Tents must be placed ON THE CURB for safety reasons.
- Each exhibitor has a 12' (wide) x 10' (deep) space marked on the street by **WHITE** numbers.
- Springtime storms and high winds do occur. We recommend that all tents be weighted, regardless of the weather forecast. Modifications of asphalt to secure tents are not permitted.
- **As required by the CK Fire Chief for safety purposes (1) all booths must be positioned against curb (2) no awnings are allowed (3) space between booths must be kept clear and (4) sidewalks behind booths must be kept to foot traffic.**
- Keep products, tools and stored items within the boundaries of the 10' x 10' booth space.
- Originals must make up the majority of your exhibit. Prints should be sold in bins.
- We are not responsible for damage to belongings.
- You can share tents, however, shared booths will not be judged.

Parking and RV information

- 2nd Street is not wide enough for RVs, so please unload along side streets.
- Several RV parks/campgrounds are available in and around Cedar Key - Shell Mound RV, Sunset Isle RV, Angler RV, Low Key Hide-a-way, and Cedar Key RV Resort. **Motor homes cannot be parked on the streets in Cedar Key.** Some offer a discount on the 3rd night.
- A list of other accommodations is available on our website. We recommend that you make your reservations as soon as possible. Some of the larger facilities offer a discount on the 3rd night's stay for artists. The Cedar Key Chamber, 352-543-5600 may be able to help answer other lodging questions.

Artist Hospitality Information

- Saturday & Sunday Morning Breakfasts, 7:30 -9:30, will be served in the Cedar Key Arts Center
- Saturday Evening Artists Reception & Awards Ceremony, 5:00-6:30 pm in the Cedar Key Arts Center.
- Information, T-shirts, posters, & postcards can be found at the Information Booth.
- Food Booths will be open in City Park from 10am-4pm – Cash Only.

Miscellaneous

- Judging will occur on Saturday morning.

If you have any questions, please do not hesitate to contact the event coordinator at 352-543-5400 or www.cedarkeyartsfestival@gmail.com