

2021 “Re-Envisioned” Old Florida Celebration of the Arts

EXHIBITOR INFORMATION

REVISED REGISTRATION PROCESS:

- **FRIDAY 3-5 pm DRIVE-THRU REGISTRATION.** Enter the parking area behind the Cedar Key Arts Center on corner of 3rd St and C. **Artist must pick up their Parking Permits BEFORE proceeding to park** on 2nd St as parking spaces are determined by booth location and the direction booth will be facing.
- At registrations directions will be given for how to access the color-coded section of 2nd St to which you have been assigned. Entry will be from A St (GREEN), B St (RED) and C St (BLUE) and traffic will be ONE-WAY ONLY from East to West. Cars/vans/ small trucks & trailers will have space to park for unloading adjacent to where their booth will be. RVs cannot park on 2nd St, but artists can park free in the Marina Parking area one block from the venue until 9 pm and use a hand truck. PLEASE REMEMBER, there is no overnight parking for RVs, Trucks or Trailers in the marina parking area without a permit (see back).
- Artist that requested Saturday Morning Set-up must check-in with Registration at the Arts Center to get their Parking Permit and Artist Packet before trying to find a parking spot close to their booth. Unloading will be from cross streets (A/B/C) and hand carts will be required (no vehicles allowed on 2nd St on Sat).

STAGED UN-LOAD and SET-UP and TAKE DOWN:

- **FRIDAY 5-6 pm** Artist can unload to the sidewalk on the side of the street toward which their booth faces and should move their vehicle to the parking lot behind the Arts Center ASAP. Artists arriving after 6 pm should plan to unload by hand trolley using cross streets (D/C./B and A).
- **FRIDAY 6:30 pm** Set up can begin IF all artist vehicles in a section (BLUE/RED/GREEN) are off the street. 2nd St from Hwy 24 (D) to A street will not reopen until 4 pm Sunday except to emergency vehicles.
- **FRIDAY 6:30 -10 pm** Booth Set Up. Please be aware the parking lot behind the Arts Center closes at 9 pm.
- **SATURDAY 6 – 9 AM** (assigned booth spots are located either on C St (YELLOW) or near the 2nd/B St intersections) . Following registration, vehicles can pull in to unload on the north end of C/B near 3rd or the south end of C/B near 1st. Vehicles should be moved as soon as unloading by handcart is complete and parked either behind the Arts Center (fee) or other legal parking area (spaces should be readily available near the venue this early). RVs must use Marina Parking Area on 1st St.
- **SUNDAY 4 pm** Take down to adjacent sidewalk. No vehicle traffic will be allowed on any section of 2nd St (A/B, B/C, C/D until all booths in that section are down and minimum of 2 lanes of traffic are open in the center. Goal is to have all three sections of 2nd Street open to ONE WAY (E to W) traffic by 5 pm.
- **SUNDAY 7 pm** GOAL - Street clear and open to two-way traffic.

MAP AND BOOTH SPACE DETAILS:

- Each artist will receive a detailed map of their section (BLUE/RED/GREEN/YELLOW) electronically on April 15 in addition to a paper copy at registration. Booths are arranged in groups of 6, alternating facing north and south, and stagger such that there is a 5-foot overlap of the back of each booth (this is necessary to provide sufficient space for a fire truck on one side of the street per order of the Fire Chief).
- 10 x 10 tents are recommended, spaces are 10' in depth and 12' wide and will be marked as clearly as possible including the booth number ON THE STREET.
- Spring storms can cause high winds so tents be weighted regardless of forecast. No stakes.
- Awnings are not allowed on the front of tents. All products and tools should be stored within your booth for security and pedestrian safety. We are not responsible for damage to belongings.

MORE IMPORTANT STUFF TO KNOW

PLEASE – PLEASE - PLEASE do not try to set up early. Your safety is our primary concern and with this set-up all vehicles **MUST** be off the street before you section can begin set-up. **THANKYOU!**

RV PARKING and ACCOMMODATIONS: Motor homes cannot be parked on the streets of Cedar Key. Motor Homes/Trailer parking spots without hook-ups are available at the Marina on 1st St just one block from the venue but must be reserved ahead by contacting the City of Cedar Key (352-543-5132). Punch outs are not to be used unless more than one parking space has been purchased. Several RV parks/campgrounds are available in and around Cedar Key A list of accommodations is on our website CedarKeyArtsFestival.com. The Cedar Key Chamber, 352-543-5600, may be able to help answer other lodging questions

ARTIST HOSPITALITY: Although our much-appreciated Artist Amenities have been curtailed a bit this year we are delighted to offer you the following perks!

- Artist Hospitality Center, open 10-4 both days. Cool drinks, healthy Grab & Go snacks, & bathrooms.
- Coupons for 10% Off Breakfast or Lunch both days at 2nd St Café (right across from the Arts Center)
- 4 Free Tickets for “ICE COLD WATER” from the Cedar Key Safety Patrol will be in your packet
- Enhanced WIFI Service and new Cell Tower -- Network: ARTS CENTER Password: Ckac580121!

JUDGING will begin at 10 am Saturday and should be complete by 2 pm. We will personally deliver you Award Check and Ribbon to by 5 pm Saturday afternoon.

GENERAL INFORMATION:

- Event Hours: Saturday 10 am – 5 pm; Sunday 10 am – 4 pm
- Coordinator Contact Information: CedarKeyArtsFestival@gmail.com or (352) 543-5400.
- Headquarters: Upstairs at the Cedar Key Arts Center (CKAC), 457 2nd St. Cedar Key, FL 32625
- Website: www.CedarKeyArtsFestival.com
- Emergency Medical Services: For life threatening emergencies dial 911. During festivals EMS is based at City Park (East end of 2nd St) if not out on a call. The Fire Station is at the corner of 1st and C.
- Lost and Found: Police Department (entrance at the back of City Hall)