



42nd Annual Arts Picnic
NONPROFIT Arts Organization Application Guidelines
Application Deadline: April 16, 2021

The Arts Picnic is inviting up to five non-profit arts organizations or businesses that have an ongoing arts program to apply for a booth space at the 42nd annual festival. You may use your booth space to advertise your arts organization and its services, recruit members, sell tickets to your upcoming events as well as items benefiting your organization.

The Festival:

Arts Picnic is a two-day community fine arts/crafts, music, and food festival held outdoors in Greeley's beautiful historic Lincoln Park. In addition to vendors from all over the country selling one-of-a-kind handmade art & crafts, "picnickers" will also enjoy delicious food, a beer garden, live music on two stages, buskers & roving entertainment.

- Arts Picnic 2021 Festival Hours are Saturday, July 24 from 9am – 5pm & Sunday, July 25 from 10am – 4pm.

Application:

Please fill out the attached application and return along with documentation showing your tax exempt status or an IRS classification letter, your \$50 nonprofit booth fee, and a self-addressed stamped envelope. Checks should be made out to Arts Picnic. (Cash will not be accepted.) Send to Arts Picnic, 651 10th Avenue, Greeley, CO 80631. All interested non-profit organizations' applications must be received in our office on or before April 16.

Greeley organizations will be given first review by the Arts Picnic committee. If spaces remain open, Weld County based organizations will then be considered. Selected organizations will receive notification of participation May 17 - 21. Booth fees will be returned to non-accepted organizations at this time as well.

Booth Space:

Each nonprofit group will be provided an empty space measuring 10' x 10' and must provide their own display booth, racks, tables and/or other display materials. We encourage each booth to include a tent or overhead protection. Tents should be sturdy and must be weighted or staked. Electricity *may be available* dependent upon booth location. You will be advised of your booth assignment the week of May 17 – 21 when you receive your festival information packet. All booth locations are final.

- Booth set up:
 - o After 2pm, Friday, July 23.
 - o Booths should be set up no later than 8:30am on July 24 and 9:30am on July 25.
 - o Security will be provided Friday and Saturday nights.
- Participants shall agree to abide by Festival parking regulations. Lots are available to park vehicles and trailers one block south of Arts Picnic in the City Hall parking lot.
- No dogs (except service animals) are allowed in Lincoln Park by City ordinance.
- Someone must be present in your booth for the entire two days of the Festival. No early departures!
- The Arts Picnic reserves the right to remove those items from the show determined unsuitable for public display. This will be at the discretion of the Arts Picnic Steering Committee.

If you have any questions please email andrea.haring@greeleygov.com or call her at 970-336-4219 or Brady.Wager@greeleygov.com or call him at 970-350-9406.



COVID-19 State of CO Regulations

In order to operate the 2021 Arts Pic safely, there will be State of Colorado and CDC guidelines we will adhere to in an effort to protect our guests, vendors, entertainers, and staff. COVID-19 status and guidelines are changing on a daily basis. Thank you in advance for your adherence to these guidelines, whatever they may look like at the end of July, and helping us create a safe space for all of our visitors.

The Venue

Lincoln Park will need to be fenced in to monitor the guest counts at entrance/exits and gather required contact tracing information. It is proposed that Lincoln Park be divided into two distinct areas, split at the diagonal sidewalk with the gazebo. We will have to **social distance** the vendors by no less than 6 feet between set ups. This may not allow for as many vendors as in years' past.

Entrance & Contact Tracing

The Arts Picnic will have two entrances/exits, one on the northwest corner of the park, and one on the southwest corner. At the entrance(s), all guests will need to sign in with their phones (via QR code) or on City of Greeley tablets for contact tracing purposes. We will have tablets at each entrance where guests can sign in using our devices if needed. We will be cleaning the tablets after each use.

Maximum Capacity

We are hopeful that we will be at the Green-Protect our Neighbors Colorado Dial Level by July. Green Level allows us to have 500 guests per area, up to 1,000 guests at any given time in the park. We will also be requesting parties to stay together and follow a **one-way directional flow**. If the Arts Picnic reaches its max capacity as deemed by the dial level, Arts Picnic guests will then be asked to queue, in a 6' socially distanced line, outside of the entrance areas until space is available.

Masks

All vendors, volunteers, entertainers*, and staff will be required to wear masks while onsite at the Arts Picnic. Signage at the Arts Picnic will be strongly recommending that guests wear masks as well. It will not be mandatory for the public to wear masks, but rather strongly recommended by signage throughout Lincoln Park. Guests who are not comfortable attending without a mask mandate or are at-risk individuals are encouraged to visit many of our vendors online in our Arts Picnic-Marketplace.

*Entertainers will be permitted to perform onstage without masks and will wear masks when offstage.

Hand Sanitizer & Hand Washing Stations

Hand sanitizer will be provided at the entrances and throughout the Arts Picnic. Signage will encourage all guests to use hand sanitizer frequently. Hand washing stations will be provided adjacent to restroom and food locations and signage will remind everyone to wash and sanitize frequently.

Eating & Drinking

The Arts Picnic would not be the same if guests could not enjoy the delicious food and/or beverages. We expect much of the food and drink we have come to love at the Arts Picnic will be available. *To meet the outdoor dining guidelines this year we ask that patrons please enjoy these products only while at one of our many, socially distanced, tables placed throughout the food/beer tent area or in the grassy areas where you can set up your own chair or blanket, socially distanced from other guests. After enjoying your beverage, snack, or meal we ask that you dispose of your own trash and recycling so food court volunteers on hand can sanitize upon your departure for the next guests.

*Look for pre-marked/socially distanced areas to set up chairs/blankets in the food/beer tent areas and please adhere to the one-way directional flow.

Entertainment

Entertainment will still take place this year; however, due to the sanitization challenges involved, the event will not be providing chairs in the viewing areas. *Instead, we ask that patrons bring their own chairs/blankets to be able enjoy performances with their group while remaining socially distanced from others.

*Look for pre-marked/socially distanced areas to set up chairs/blankets in the entertainment areas.



2021 Arts Picnic Nonprofit Arts Organization Application

Deadline: April 16, 2021

Name of Nonprofit Group: _____

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: (Daytime) _____ (Evening) _____

Email Address: _____

Organization Description: _____

Please list and describe activities, products and promotions in your non-profit booth: (You may be contacted for clarification or if the committee has any questions.)

I am requesting electricity:

Liability Waiver

The undersigned hereby releases and agrees to hold harmless The City of Greeley, Arts Picnic and the Arts Picnic Steering Committee from any damage to undersigned's property or any personal injury which he/she or helpers may sustain while participating in Arts Picnic on July 24-25, 2021. The City of Greeley reserves the right to cancel the Arts Picnic due to Acts of God, weather, or other unforeseen events that will jeopardize the health and safety of the public. Further, I agree to abide by the rules, policies and guidelines developed by the Arts Picnic Steering Committee and understand that failure to follow these regulations can mean expulsion from this year's festival or future festivals. Arts Picnic does not carry insurance to cover your personal property. As an independent contractor you are advised to obtain your own insurance. I understand that I display and store my booth contents at my own risk. By signing this form, applicant agrees to abide by all rules set forth in this application.

Signature _____ Date _____