



# THE PENROD SOCIETY

*“ . . . for the support of cultural and educational  
activities in Central Indiana ”*

April 20, 2011

**RE: 2011 Penrod Arts Fair - Project Booth Application**

Enclosed is an application for Project Booth space at the 2010 Penrod Arts Fair. This year's Fair will be held on Saturday, September 10, 2011, on the grounds of the Indianapolis Museum of Art. Booths must be set up on Friday, September 9<sup>th</sup>. (We do not provide tents, tables, chairs or anything else – only the booth space and if needed, electrical hookup).

As in the past, we anticipate that applications for project booths will exceed the available spaces. Therefore, please recognize that this solicitation for your application is not a guarantee or assurance that your application will be accepted. We will review all applications with an eye toward available space, variety of projects and, most importantly, the applicant's and the proposed booth's relationship to the artistic goals of the Fair. Please be sure to provide a complete description of your proposed booth, your organization and its relationship to the arts.

The fee for one 10 ft. x 10 ft. booth space is \$100 (the fee for a double booth is \$200), unless you plan to sell any items (including memberships), in which case the fee for one booth is \$200 (or \$400 for a double booth). However, if your organization is performing on stage at the Fair, then your booth space is free of charge. **Your check in the appropriate amount, made payable to The Penrod Society, must be submitted with your completed application.**

Your completed application, together with the appropriate fee, must be returned to the following address and postmarked not later than July 1, 2011, to be considered. **We will not call you to remind you of the deadline. Applications should be returned to**

**John Andrews  
c/o Shiel Sexton Company  
902 N. Capitol Ave  
Indianapolis, IN 46204  
Re: Penrod Project Booth Application**

We will notify you on or before August 2, 2010, as to whether your application has been accepted and whether any special arrangements need to be made. Although we try to accommodate everyone, there is only limited space and it is possible that your application may not be accepted. If your application is not accepted, we will return your check with that notification. Thank you, and we look forward to receiving your application. Please feel free to e-mail us at [projects@penrod.org](mailto:projects@penrod.org) with any questions you may have.

Sincerely,

John Andrews  
Projects Chairman



