

# TEMPE FESTIVAL *of* the ARTS

## Welcome! 2021 Fall Tempe Festival of the Arts

We are looking forward to your arrival in approximately two weeks. This document is all about load-in times and places. If you have questions, don't hesitate to call or email.

### **LOAD-IN "CLIFF'S NOTES" (More details below):**

- 1) Digital pass will be emailed next week.
- 2) Print or save on your mobile device, whichever makes you more comfortable.
- 3) Don't share your pass with anyone else, pretty please.
- 4) Load-in – at the right time and through the right entry point - or security will send you back.
- 5) Quickly unload.
- 6) Removed and park your vehicle.
- 7) Come back to set up.

**Biggest change is that there is NO Check-in this year.** Yes, that's correct, you don't have to stop by the tent and pick up a packet. There's no tent and all "check-in" documents are digital this year. That means ...

**LOAD-IN ACCESS PASS WILL BE DIGITAL!** Next week a digital pass will be emailed to you. You can print this or save it and be prepared to show it to our guards at LOAD-IN. Either option is fine, whatever makes you more comfortable. Your pass is for your unique load in area, so don't share passes. Don't share this with other artist friends in an attempt to be helpful ... don't share them with your helpers so that you can get lots of vehicles. This will bog the system and won't be fair to other artists. If you need a second vehicle, please unload one vehicle first before bringing the second vehicle.

**LOAD-IN DETAILS** Vehicles are allowed to enter the event starting at 9am on Thursday December 2<sup>nd</sup> and continuing through the day and night, based on your specific load in time. Vehicles must be out of the event area by 9am on Friday morning, December 3<sup>rd</sup>.

You will be allowed to drive to your space to load and unload **ONLY AT YOUR DESIGNATED TIME**. No vehicles can enter the site without a digital pass. All Fire lanes must be kept clear at all times, security will ask you to move your vehicle, if it is in the fire lane. Please keep the following in mind during load-in:

Thank you for participating! Text with questions – 480.309.3235

Section	Load-In	Entry Point Cross Streets	Directions
1000	9:00pm	Mill & Rio	From Ash, East on Rio Salado, Right on Mill Ave
1100	8:30pm	Mill & Rio	From Ash, East on Rio Salado, Right on Mill Ave
1200	8:00pm	Mill & Rio	From Ash, East on Rio Salado, Right on Mill Ave
1300	7:30pm	3rd & Ash	From Ash, East on 3rd Street
1400	7:30pm	3rd & Ash	From Ash, East on 3rd Street
5000	6:30pm	5th & Ash	From Ash heading south, turn left onto 5th
5100	7:30pm	5th & Ash	From Ash heading south, turn left onto 5th
5200	8:30pm	5th & Ash	From Ash heading south, turn left onto 5th
5500	6:30pm	5th & Myrtle	From University, turn North on College, left on 5th Street
6000	3:30pm	6th & Ash	From Ash heading north, right onto 6th Street, cross Maple
7000	9am	6th & Ash	From Ash onto 6th Street, turn South onto Maple and curve around to 7000 section
5600 (CE)	6:30pm	5th & Myrtle	From University, turn North on College, left on 5th Street
6300 Even Booths (West)	11am	6th & Ash	From Ash onto 6th Street, turn left onto Maple
6300 Odd Booths (East)	9am	6th & Ash	From Ash onto 6th Street, turn left onto Maple

1. Enter from appropriate entrance, at appropriate time. If you are early, you will be in a cue but security will not allow you to enter until your appropriate time.
2. Once you reach your booth, stay as close to your booth as possible to allow other traffic to pass.
3. Security and festival staff will direct you to leave an emergency fire lane open at all times. You may NOT leave your vehicle parked during your set up. You must UNLOAD, MOVE YOUR VEHICLE and return to set-up. A parking map of area garages and prices is attached.

The chart above is the load-in schedule. Remember that the load-in times are approximate based on security permissions and road closures.

Please check your load-in time carefully. Your booth number indicates which series of booths you are in. Also, make sure you go to the correct cue location, as security will not allow you to enter at a location other than the entry point you have been assigned.

Finally – Load-in times are the EARLIEST you can load in, but you are welcome to come anytime from that point on. Your only time constraint is being out of the perimeter with your vehicle by 9am each morning. You can load in during the middle of the night if you want (and it might be quieter that way).