

TEMPE FESTIVAL *of the* ARTS

Welcome! 2023 Spring Tempe Festival of the Arts

Load in begins March 30th! 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 about a week prior to the event.
- 2) Save pass on your mobile device (printing is not recommended due to the full color layout, but if you prefer to print – your choice)
- 3) Don't share your pass with anyone else, passes are specific to locations.
- 4) Load-in at the right time and through the right entry point - or security will send you back.
- 5) Pull close to your booth and quickly unload.
- 6) Remove and park your vehicle.
- 7) Come back to set up.

LOAD-IN ACCESS PASS The week prior to the festival, a digital pass will be emailed to you. Save it to show to our security guards at the entry points. 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 You will be allowed to drive to your space to load and unload based on your 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:

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,

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	11am	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

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

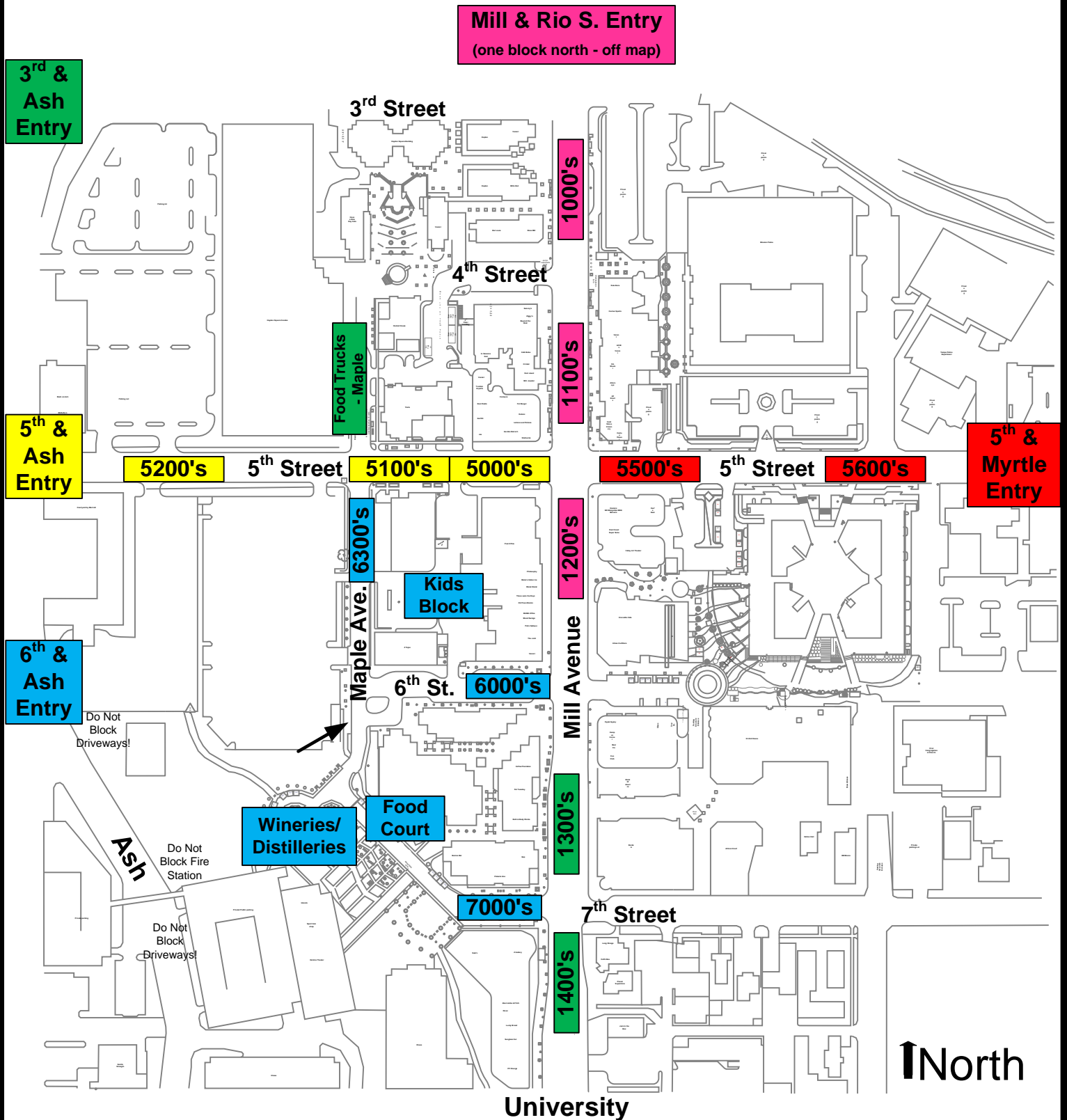
Please check your load-in time carefully. Your booth number indicates which series of booths you are in. Also, make sure you go to the correct cue location, as security will not allow you to enter at a location other than the entry point you have been assigned.

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).

Booth/Food Map

Entry Points Noted Below

Do not queue more than 30 minutes prior to load-in time



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