

TEMPE FESTIVAL *of the* ARTS

Artists,

We are all excited to see you tomorrow. Today is finishing all the little details, double checking everything, etc. A few reminders:

Items for Load-In - You will need your **access pass** (this was emailed to you last week, if you didn't receive that email, please let me know). Please keep your access pass handy for the duration of the festival so you have it for load-out. You will also need your **booth number** that is in Zapp.

Young Collector's Program – This is one of the most heart-warming events at the festival. Young festival attendees (12 and under) pay a \$5 donation and can select a piece of art to take home. The art comes from artist donations, and we are so grateful for anything that you can bring. Your donations can be smaller pieces, maybe seconds, older items, etc. and our volunteers will pick them up from your booths on Friday of the festival. After the kiddos make their selections, we encourage them to stop by and thank you for the donation. If that happens, grab a selfie and text it to me – 414-331-8488! The money raised from this program goes to art teachers in the area. Thank you in advance for your donations.

Booth Signs, Name Badges & Water Bottles: On Friday morning between 7:30AM – 9:30AM, we ask that you swing by Starbucks at 5th Street & Mill Ave for a free coffee and pick-up the following items:

- Name badge – credentials that get you into hospitality and the artist reception
- Booth Sign – this is a laminated sign (8.5 x 11) that has your name, booth number, city & state. It is up to you to attach it to your booth or display it somewhere on the edge of your booth. We also ask that you put your cell phone on the back of the booth sign in case we need to get a hold of you in the middle of the night
- A refillable aluminum water bottle
- If you would like to donate to the Young Collector's Program, you can drop your donation off **Put away your Jewelry** (unless of course you are a jewelry artist :) - If you applied in jewelry and got accepted, then I'm not talking to you. If you applied in any other category, please do not bring jewelry to sell. Please respect this rule because it's only fair to the jewelry artists.

Night routines – Here are the things to reminder when you button up your tent before leaving the festival grounds for the evening:

- Do not place non-waterproof items directly on the ground - rain can do lots of damage
- Tuck in all sign poles, flags, etc. so they aren't broken or damaged by the street sweeper during the night
- Button up your tent, either close tent walls or tarp your space

Security – There is overnight security, but they can't be everywhere all the time. Please do the best to secure your items. Don't leave cash, cell phones, jewelry, ipads or anything easily grabbable and exposed. (sounds silly, but it's happened!)

Buy/Sell – We do not allow buy/sell at the festival. This means the reselling of items that aren't made by an individual. We don't allow jewelry pyramid sales, or artists that buy bulk and sell as if it is their own, or artists that mass produce in a factory and don't touch the work at all. If you see this, please bring it to our attention. You aren't being a rat; you are being an advocate for art!

Artist Hotline – Starting Friday morning, you can use the artist hotline for assistance or volunteers to booth sit. It is best to text the line with your booth number and what you need. Artist Hotline is 602.909.9267

Parking – If you purchase off-site parking, I emailed you the details earlier today. If you didn't receive this email, please let me know.

Travel Safe! Can't wait to see you soon!
Kim

Contact Info:

Tempe Festival of the Arts - Spring 2024

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