

**From:** Tempe Festival of the Arts

<noreply@zapplication.org>

**Sent:** Friday, September 8, 2023

**Subject:** Tempe Festival of the Arts: Invited

Artists -

Congratulations! You have been selected to participate in the Tempe Festival of the Arts. The jury process was very competitive this year with the amount of artist submissions.

I look forward to working with you leading up to the festival and seeing you in December! Although this will be my first time working directly with each of you, I have been with the festival since 2017 and I am excited about this opportunity. If you have any questions, please don't hesitate to reach out.

Next Steps:

1. Log into your ZAPP™ account.
2. From the My ZAPApplication page, follow the instructions to accept or decline invitation. The deadline to accept and purchase your booth is September 29, 2023. If your status is still "Invited" or "Accepted" on September 30, 2023, you will be moved to Declined.
3. In your ZAPP™ SHOP, purchase your desired booth and power, if needed.
  - If you don't know what zone you want to be in, check out the map [HERE](#).
  - Zones are as follows:
    - o Zone A: Red on Map – Mill Avenue and a few booths on 5th Street in both directions
    - o Zone B: Blue on Map – 5th Street West and a few booths on 7th Street and South Mill
    - o Zone C: Orange on Map – 6th Street West
    - o Cottage Edibles: Green on Map – 5th Street East
  - Booths are listed by Zone and by Corner/Inline
  - When purchasing a double booth, please purchase 2 (two) 10x10 booths in your desired section and enter the following coupon code to receive a discount: DOUBLE100. This will reduce the total by \$100 in every zone.
  - No artist will get two corner booths, so please don't purchase two corners. If you purchase two 10x10 corner booths, I will refund the difference for one.
  - 5x20 spaces are 10'X20' booths; however, not all of the space may be accessible because of median landscaping obstructions. **These booths require that the back tent legs are in the median and will have some landscaping obstructions.**
  - Make sure to purchase power NOW if you require power to be successful during the festival. You do not need power to set up/tear down, the streetlights are adequate. Adding power after you have been assigned a booth may not be possible.

4. After selecting items, the next screen allows you to enter coupons (use the coupon DOUBLE100 if purchasing a double booth)
5. Next, when purchasing, select "Credit Card/Paypal" to complete purchase now or "Check" if you want to pay through our office later.
6. Send an email to [kim@downtowntempe.com](mailto:kim@downtowntempe.com) with any booth preferences. Keep in mind when requesting a booth that there are many components that go into the booth assignments. I will do my very best to get everyone what they want, but that isn't possible. Please DO let me know what your preferences are and remind me if you have someone that you like to be next to or a preferred side of the street. If you have shared your preferences with Kate in the past, please do not assume I have that information!

Be sure to check out these important links:

- Detailed information around the acceptance process [HERE](#).
- A map of the festival layout with booth zones [HERE](#).
- A map of the festival layout can be found [HERE](#). You can zoom into this and see individual booth numbers if you so desire.

We are very excited to see you in the Fall. We will do our best to accommodate all your needs and get you your desired location; however, it is impossible to get all booth requests met. Other items that you may want to purchase, such as tents, tables, chairs, will be available to purchase at a later date.

We are thrilled to have you joining us this Fall!

Best,  
Kim

Contact Info:

Tempe Festival of the Arts - Fall 2023

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