

Sonoran Glass Art Show 2017

SHOW RULES AND EXHIBITOR GUIDE

Dates:

February 1st (Wednesday) thru February 4th (Saturday), 2017

Show Hours:

Feb 1st (Wednesday) 10am to 6pm,

Feb 2nd (Thursday) 10am to 6pm,

Feb 3rd (Friday) 10am to 5pm

6pm to 10pm (We are open during the Flame Off)

Feb 4th (Saturday) 10am to 5pm.

No early closing will be allowed without prior approval from the Show.

Set-Up:

All Exhibitors:

Tuesday, January 31st : Noon to 6pm.

Please contact show staff and pick up exhibitor packet before you set up.

Unloading:

Pick up exhibitor packet first. Please park ONLY on Sonoran Glass School property or the public street adjacent to the property.

Teardown:

Saturday, February 5th 6pm - 8pm.

There will be no early breakdown for any non-emergency reason.

Booth Cleanliness:

You are responsible for picking up trash and clutter at your table or booth.

Security:

All show areas will be secured at the end of each show day and only essential staff will have access. The tent area will be fenced off and have overnight security on site. Vendor access will not be available after show hours! As always please take your cash, electronics, and any items you will need with you at the close of each day.

Food:

Vendors are responsible for their food during the event. There may be food vendors on site or nearby, and there are many carry out options in the area as well as grocery and convenience stores. The venue will not provide a kitchen facility for storage or preparation of meals.

Shipping:

If you need to ship to the school, please advise us with the tracking information. Packages can only be accepted by the school staff after January 28th, 2017.

Signs:

Vendors are encouraged to hang professionally made banners on the fronts of their tables and in their booths. No homemade banners are allowed, no banners may be affixed to any walls or structures.

Power:

Exhibitor tables and booths are limited to 350 watts of power included. If you require additional power please contact Doug.

Taxation:

All exhibitors must have an Arizona State Tax number.
Call (602) 255-2060 for information.

You must also have a Tucson city business license. A special use license is available, please see

<https://www.tucsonaz.gov/files/finance/Revenue/SpecialEvents.pdf>
for more information or call them at (520) 791-4566

Sharing:

THERE IS NO SUBLETTING. Tables and booths may be shared with one additional person but we will not be selling half of a table/booth. This must be approved. Both exhibitors must have signed contracts. The Artist listed on the contract must be present/represented at the show. If you are going to share space for selling then it is your responsibility to work out the financial details with those artists.

Scales:

If you use scales you must have them registered with the state. Call the Dept. of Weights and Measures at (602) 255-5211.

Parking: IMPORTANT !!!

Exhibitors MUST park only in the Exhibitor Parking area. Exhibitors may not park on the street in or in front of the school.

Show Contacts:

No one other than Doug Harroun and/or The World of Glass Productions, LLC management is authorized to accept any booth fee from you. The Sonoran Glass Art School staff may answer questions about the show and assist you on site during the show.

Never give sensitive information or payment information to anyone other than Doug Harroun. We will be available at all times if there are questions. All credit card payments will be through The Squareup App and will appear on your statement under that company. Please review your statements and if you have any questions please contact us.

Community:

This show is for you. You are the glass artists, suppliers, collectors, designers and hobbyists who form the foundation of this industry. The cooperation and peer support we share makes this the most amazing Contemporary Art movement on the planet! The city of Tucson gives us all a wonderful opportunity each year to highlight this unique community of artists and businesses to an international audience. Please represent us all in the most positive way by respecting all local laws, other shows, and other visitors to the city during the show.