

· TEMPE ·

MARKETPLACE

It's Happening Here

Tempe Marketplace Event Information

Thank you for your interest in performing at Tempe Marketplace! Please review all details below prior to submitting your completed request form via email to Jessica Kosaric at jkosaric@vestar.com. Please note that your request submission does not guarantee approval or reservation of the stage. Event requests will be reviewed and responded to within 14 business days. Tempe Marketplace reserves the right to modify or cancel an event at any time.

Policies and Procedures

1. Performance dates are available on a first-come, first-served basis. **The stage is NOT available Saturdays from 4pm – 10pm.** Please choose your performance date/time accordingly.
2. The shopping center is non-denominational, so please choose your music/topics fittingly. Religious and political content is not permitted. Content should be family-friendly.
3. You are performing on our stage at your own risk. By signing the attached hold harmless agreement, you are relieving Tempe Marketplace/Vestar of all accountability and are accepting responsibility for any and all damages and/or injuries. Tempe Marketplace is not responsible for lost or stolen items.
4. Should weather hinder your performance, you may reschedule your event based on availability.
5. Tip jars, flyer distribution and soliciting are not allowed.
6. If you would like to sell products or distribute information, you may do so ONLY with prior permission from the management office. We will be happy to provide you with an approved table, linen and chairs.
7. All display areas must be kept clean and set-up in an orderly fashion.

Power and Lighting

1. Power is located behind the Tempe Marketplace banner on stage.
2. Please note ***we only supply electricity, not equipment.***
3. Stage lighting automatically turns on each night at dusk.

Audio

1. Two amplified speakers and 4 microphone XLR inputs are located near the Tempe Marketplace banner on stage.
2. We encourage you bring your own equipment; however, 3 microphones and stands are available upon request.
3. Audio needs must be confirmed 2 weeks prior to event.
4. Music can be played through an iPod or iPhone (4 or more recent).
5. Performers are responsible for providing and managing their own sound.
6. Tempe Marketplace staff will assist with initial sound needs. Please contact Security at 480-968-0004 once you are on site and ask for maintenance to meet you at the stage.
7. We do not allow sound levels over 90-95 decibels.

LED Video Screen

1. Images can be played on the large screen above the stage (along with other ads/music videos) during your event.
2. Still images must be submitted via email 2 weeks prior to event.
3. Image specs: 1920 pixels wide x 1080 pixels tall, jpg format

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Tempe Marketplace Event Request Form

Today's date: _____

Contact name: _____

Email: _____

Business phone: _____ Cell phone: _____

Name of organization: _____

Desired performance date #1: _____ Time: _____ - _____ am/pm (circle one)

Desired performance date #2: _____ Time: _____ - _____ am/pm

Desired performance date #3: _____ Time: _____ - _____ am/pm

Number of performers: _____

Tempe Marketplace event location requested: _____

Description of activity: _____

Audio & lighting requirements: _____

Set-up & tear-down times: _____

Special requests (use of sound system, wireless microphone, chairs, etc.): _____

***All requests for chairs, lighting, LED screen access, microphones, etc. must be made **AT LEAST 2 WEEKS prior to the performance**, as we need time to coordinate setup with our team. Any requests made within two weeks of the performance may not be met.**

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INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

The undersigned hereby agrees to indemnify and hold harmless Tempe Marketplace and Vestar Development, L.L.C. and its agents and representatives from any claim whatsoever for liability or property damage to the undersigned or to any third party arising out of any activity that the undersigned may participate in or hold upon the premises, or participate in that is in any way connected with Tempe Marketplace. The undersigned also agrees to at all limit performance(s) to the confirmed times stated above, will abide by the Rules and Regulations of Tempe Marketplace any special rules or provision that may be required for the activity to be participated in by the undersigned.

Signature

Date

Print Name

Organization

Please return completed form to the Tempe Management Office at least 4 weeks prior to the desired performance date.

2000 E. Rio Salado, Ste 1150, Tempe, AZ 85281

Phone: (480) 966-9338 Fax: (480) 966-5445 Email: jkosaric@vestar.com