

Downtown TC Art Fair Series

Exhibitor Frequently Asked Questions



What is the booth setup and teardown process? Vendors can expect a clear and detailed schedule with assigned times for setup and teardown. A minimum of 3 hours setup time will be accommodated. Teardown will be scheduled for two hours before streets must be reopened to vehicular traffic.

Will my booth location be guaranteed? You may ask for a specific location, but assignments are not guaranteed due to the vast number of requests. If you pay for a corner booth, you are guaranteed a corner booth.

Is there accommodation for parking? Parking is first-come, first-served, and we require that the closest parking spaces are reserved for your paying customers. We have a number of parking garages and lots. Information is shared closer to the event.

What marketing efforts will support the event? The event will be promoted through multiple channels, including social media, email, website, paid marketing promotions, PR, and signage. We will also provide digital graphics to exhibitors to push through your own channels to help build momentum.

How can I communicate special needs or requests? There is a question in the registration form for such needs to be spelled out. After submission, you may email DTCAartfairs@gmail.com with important requests. Requests are not guaranteed to be accommodated.

What amenities will be available onsite? Restrooms, volunteer assistance, and a water oasis will be accessible. We may also have some food & beverage vendors, but Downtown TC is full of options!

How will I receive event communications? Timely updates will be sent via email – the map, booth assignments, and load-in and -out directions will be emailed two weeks in advance. Day-of-event information will be communicated through onsite staff and volunteers.

Will the event be cancelled for any reason? The shows will go on – rain or shine. Only in the event of MDHHS mandate will the show be cancelled.

Can I get a refund for any reason? Refunds are NOT AVAILABLE except for MDHHS cancellations due to the extensive planning and costs associated with the event.