

Attachment D

TCA Partner Program Criteria

The Tempe Center for the Arts TCA Partner Program offers unique benefits to Tempe-based, non profit producing and presenting organizations which are accepted into the program.

TCA Partners receive the following benefits when using the Tempe Center for the Arts.

- Preferred Licensed Facility use rates.
- Priority status in date selection.
- Reduced license deposit rates.
- Extended “balance due” dates.
- Active link from the TCA website to Partner’s website.

Eligibility Criteria

- **Non Profit Status:** The applicant organization is recognized as a tax-exempt organization under the Internal Revenue Code Section 501(c)(3).
- **Residency:** The applicant organization’s primary headquarters are located in Tempe for a minimum of one (1) year.
- **Performance History:** The applicant organization has a minimum three (3) year history of public performances.
- **Performance Schedule:** The applicant organization intends to produce three (3) or more events (single night or multiple-date run with three (3) or more performances) on an annual basis in the TCA. The applicant organization plans a three (3) year schedule of performances at the TCA.

Application Process

- Complete and submit the attached application to:
Tempe Center for the Arts
TCA Partner Program
700 W. Rio Salado Parkway
Tempe, AZ 85281
- Application form must be postmarked prior to May 1 of the current year.
- Applications will be reviewed by the Tempe Municipal Arts Commission (TMAC) Facilities Committee. Review will take place at a regularly scheduled public meeting. Applicants will be notified of review meeting date, time and location.
- Applicants will receive notification of the TMAC Facilities Committee’s decisions by July 1 of the current year.

Guidelines

- TCA Partners are required to reapply for Partner status every three (3) years.
- Applicant organizations shall not discriminate on the basis of race, color, gender, gender identity, sexual orientation, religion, national origin, familial status, age or disability.
- TCA Partners which are unable to comply with the conditions of the TCA License Agreement, including payment terms and policies of the TCA, may be subject to suspension or termination of TCA Partner status. Such suspension or termination shall be determined by the TMAC Facilities Committee.

For assistance or additional information, please contact: Cultural Facilities Administrator
Tempe Center for the Arts
700 W. Rio Salado Parkway
Tempe, AZ 85281
(480) 350-2881
don_fassinger@tempe.gov

Attachment D

TCA Partner Program Application

Please submit completed application to:

Tempe Center for the Arts
 TCA Partner Program
 700 W. Rio Salado Parkway
 Tempe, AZ 85281

Applications postmarked later than May 1 may not be considered.

Organization Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ E-Mail: _____

Organization Website: _____

Representative submitting application: _____

Applicants must fulfill the following criteria to qualify for the TCA Partner Program.

Please submit (with application) documentation showing that the organization meets all of the following criteria:

1. _____ Non Profit Status: Organization is recognized as tax exempt under Section 501(c)(3) of the Internal Revenue Service. Federal Tax ID Number: _____
 Enclose a copy of IRS confirmation letter authorizing tax exempt status.
2. _____ Residency: Organizational headquarters are located in Tempe for a minimum of one (1) year.
 Enclose a copy of organizational letterhead with proof of Tempe mailing address.
3. _____ Performance History: Organization has a minimum three (3) year history of public performances.
 Enclose a performance schedule and supportive materials (programs, etc) from the last three (3) years.
4. _____ Performance Schedule: Organization intends to produce three (3) or more events (single night or multiple-date run with three (3) or more performances) on an annual basis in the TCA. Organization plans a three (3) year schedule of performances at the TCA.

Enclose proposed performance schedule for the next three (3) years.