



Hidden In The Hills Artist Studio Tour

Show Instructions and FAQ

Information Center during the Tour

- The Sonoran Arts League Studio, Studio #1, Youth Art
 - 7100 E. Cave Creek Road #144 (in Stagecoach Village), Cave Creek - (480) 575-6624, press 2.
- Sonoran Arts League Gallery in Carefree will be open Friday & Saturday, from 11am – 6pm.
 - 30 Easy Street, Suite A, Carefree, (480) 575-6624, press 3

All Hidden In The Hills Artists

- HITH is open from 10am - 5pm and you are **required to be in attendance** personally all six days of the show.
- **Wear your Sonoran Arts League name tag each day of the show.** If you do not have one, you can purchase one through the League office prior to the event (\$20 each).
- **Conduct During the Event** You are not only representing yourself and your artwork, but you are also representing the Sonoran Arts League and the Hidden In The Hills Studio Tour. Your ATTITUDE speaks volumes.
- **Safety** Keep your display area safe by eliminating any potential hazards. Make sure legs of easels or displays will not trip patrons. Watch out for children!
- Each artist should **demonstrate** his/her work, if possible. You may also display a photo portfolio of your working process if the demonstration is not practical.
- All participating artists are required to fill out the confidential "**artist survey**" provided by the HITH committee.
 - Please return it to your host in the envelope provided at the end of the event and the host is to return them during sign drop off.
- **Volunteer Hours**
 - Each participant is required to volunteer for 8 hours by December 31st.
 - Go to the Volunteer page on the website for volunteer opportunities.
 - You may also choose to purchase your volunteer hours at \$50 per hour.

Emergencies & Questions During the Tour

- If you have a real emergency, call 911. **Questions/concerns during the Tour** - call Jane Boggs after hours - (480) 283-7801. *Please note that Jane Boggs is also an artist/host during HITH.*
- **Sales Tax** must be collected on all items sold, and it is the responsibility of the artist to collect and report.
 - *Please visit the State of Arizona for up-to-date tax information, as well as appropriate cities/towns. Currently the sales tax rate in Scottsdale is 8.05%, Carefree & Cave Creek is 9.3%, and the county islands are 6.3%.*
- **TPT License** All participants **MUST** have an Arizona Transaction Privilege Tax License and the number on file at the League office. You must also have a city/town license for the town your host studio is in.

- **If you wish to visit other studios**, you may do so on Sunday mornings. Please make arrangements with your studio host.
- **Top non-art related question guests will ask you, “Where do we go to eat around here?”**
 - The Dining Guide is near the back of the HITH directory. Please encourage your attendees to visit these sponsors and have them mention HITH.
- **We would love for you to send us your photographs during the tour.**
 - If you are so inclined, please take a few snapshots at your studios during the event and email them to HITHNewsletter@SonoranArtsLeague.org.

Directories and Maps

- **Each Artist will receive 1 box of directories and a bundle of 30 maps**
 - *Please note, HITH directories are sold to the public at the League office for \$10.00 until November 20, the first day of the show. When the show starts, the directories are free.*
- **Before the start of the tour**, you can stop by the Gallery or Studio to pick up additional Maps.
- **During the Tour** you may send a representative to the **Studio** to pick up more directories and maps (if available).
- **Mailing Maps-** If you mail HITH maps individually, you **MUST** put a first-class stamp on them. You **MUST** also tab the open end and put your return address on them.

Studio Hosts ONLY

Signage

- 1- Sandwich Board and 4 - Road Signs
 - Additional HITH Sandwich Boards and Road Signs are available for rent (limited supply.)
- Take your studio signs in after 5:00 PM each evening and set them out again the next morning before 10:00 AM.
 - Please remember every Host Studio is responsible for cost to replace lost, stolen or damaged signage.

Pick Up/Drop Off

- Sonoran Arts League Studio, 7100 E Cave Creek Rd #144, Cave Creek | 480-575-6624, press 2
 - **Pick up Date:** Monday, November 16, from 10am - 1pm
 - **Drop Off Date:** Monday, November 30, from 10am - 1pm
 - You will be fined \$50 for being late during pick up or drop off.

What is included in the Host Studio Tote Bag

- **HITH Artist Surveys** - All Artist's (Host and Guest) are to return this survey to the host on the last day
- **League Brochures** - please hand out to visitors of your studio
- **QR Code Table Tent** - for guest to sign up for our HITH and League Newsletters
- **Hand Clicker to count guests** - **important for marketing and ad sales!**
- **Extra tie wraps and arrows** for signs
- **HITH Facts and 2027 Important Dates**

Studio Greeter

- During the Tour, it is recommended to have a greeter at your host studio each day to welcome your guests, to tell them about your studio and count the number of visitors stopping by. However, this is not a requirement, and this role does not count as volunteer hours.