

# St-Ambroise Montreal FRINGE Festival 2020: A - Z Performance Application

Thank you for your interest in the 30th St-Ambroise Montreal Fringe Festival with performances happening June 10-21, 2020. We encourage everyone to take part! Applications are open from Thursday, August 1 at 12PM EST to Friday, November 8 at 6PM EST.

Read on for information on how to enter the festival through our Early Bird Special or through the Lottery. Please read carefully through each section. To complete your application, you will be directed to a page where you can pay your Administration Fee. If payment is not completed before the application deadline, your application will be canceled.

Applications are submitted online. If you encounter technical difficulty, please contact [artistes@montrealfringe.ca](mailto:artistes@montrealfringe.ca) for assistance or to explore alternatives.

If you are a band who wants to play the FRINGE Park or if you want to collaborate on a special event, do NOT submit an A-Z Performance Application. Please contact [fringe@montrealfringe.ca](mailto:fringe@montrealfringe.ca) to discuss.

If you want to apply for the OFF Fringe or a site-specific show, please contact [artistes@montrealfringe.ca](mailto:artistes@montrealfringe.ca) for information.

\* Required

## 1. Email address \*

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## How the FRINGE Works

### What services you win from the Fringe lottery/early bird:

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- Inclusion in the Fringe's A-Z programming, along with approximately 95-110 other companies.
- Six or seven performances from June 10-21, 2020 (depending on your venue size).
- A venue with seating, a basic lighting plot and technician. Note, some venues do not have dressing room access.
- Advance sales and front-of-house box office services for your shows.
- Promotion of the festival as a whole (program, posters, flyers, ads, website, special events, etc.).
- Workshops in show promotion, technical production and self-producing.
- Opportunities to participate in a wide-range of events, such as festival preview nights (Fringe-For-All/International Fringe-For-All), The 13th Hour and more!

### What you do:

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- You pay an application fee based on the length of your show (30 min to 90 mins).
- You meet festival deadlines, such as tech info deadline, program deadline, press release deadline.
- You send us your technical information so we can allocate an appropriate venue based on technical needs.
- You create your show and rehearse with your cast and crew.
- You attend our festival workshops to ensure full Fringe success for your production.
- You are responsible for publicity for your show. (We offer tools and workshops to help.)
- You choose your own ticket prices (up to a maximum of \$12.00) and keep 100% of that (we add service charges).

## Technical Information

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PLEASE READ THIS CAREFULLY to be sure your show is achievable within the context of this festival. Not all shows are possible within the Fringe context due to the complexity of their technical requirements, please note, we do not allow human rigging, realistic fire arms, animals, haze, smoking or open flame of any kind.

FRINGE venues only have a basic set up with a general lighting plot, a sound system, two microphones and limited storage space (if any). Every show is allowed to have one special light. The festival does not provide projectors, screens, amps, DI boxes, etc. If your show is technically complex, you will need to provide your own equipment and you may need to provide your own technician to run the shows. There is a limit to how technically complex your show can be, due to time restraints. Before each performance you will have only 15 minutes to set up, and after the performance you only have 15 minutes to strike completely. There is only a 3-hour technical rehearsal with your technician. Although not mandatory, we highly recommend you work with a stage manager who knows your show well.

## Eligibility

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Anyone and everyone can apply to be part of the FRINGE, but:

- To ensure equitable access to the festival, the FRINGE will only accept one show per company and contact person. If you send more than one application, only one will be accepted.
- You may not change the name of your company after we receive the application form. It is strictly forbidden to sell or give away your slot to another company.
- Please note that the FRINGE does not accept co-productions, i.e, the FRINGE's contract is with you, the Contact Person, not multiple members of your company/production.
- There can only be one Contact Person per company.

## By clicking NEXT, I confirm that I have read and agreed to the terms of this section

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### How the Lottery Works

Applications to the lottery are accepted as of August 1 at 12PM EST until November 8 at 6PM EST. Because FRINGE values diversity, we conduct four separate lotteries with the following quotas: 35% Québec Anglophone; 35% Québec Francophone; 15% Canadian (outside Québec), 15% international companies. We will determine your category based on the address you provide. The lottery determines the participating companies and the order of the four waiting lists.

### Early Birds

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We will accept the first 8 completed applications in either local quota and the first 5 applications in the Canadian and international quotas that come in through our online form with payment of the Administration Fee. If successful, you will be expected to pay the full Application Fee within 24 hours to be accepted. If you are not among the first 8 or 5 applications in your lottery category, your application will carry over automatically to the November lottery.

### Lottery Party!

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Join us at Live Lottery Party at MainLine Theatre. Info coming soon!

### Waiting List

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If you wind up on the quota's waiting list, don't despair. We immediately accept only the minimum number of companies that we know we can program - once we start making the schedule, we can usually fit in a few more companies. Companies also inevitably drop out, creating movement in the waiting list.

## London & Ottawa FRINGE Festivals

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The St-Ambroise Montreal FRINGE overlaps with the London and Ottawa FRINGES. Please indicate on your application if you are applying to either.

## By clicking NEXT, I confirm that I have read and agreed to the terms of this section

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### Fees

Our fees are made up of the Administration Fee and the Application Fee. The Administration Fee must be paid immediately to complete the application process. You will not have to pay the full Application Fee until your company is selected as an Early Bird or in the Lottery.

### Payment Method

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At the end of the application form, you will receive a link to pay online. We take payments through PayPal or Stripe. If you require any assistance or need to discuss alternative offline payment methods, please contact [artistes@montrealfringe.ca](mailto:artistes@montrealfringe.ca).

### Administration Fee

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This fee is non-refundable and is required in order to complete your application. We require a payment of \$47.84 + taxes (\$55) - the link will show up after your form is submitted.

### Application Fee

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This fee is based on the length of your show. The maximum running time is 90 minutes. Please round your performance up to the nearest 15 minutes (e.g. if your show runs 50 minutes, you'll need a 60 minute time slot). We don't expect you to have this exact information this far in advance, however, estimate high rather than low. It is IMPOSSIBLE to buy more time later, but we will refund the difference if you choose to reduce your time slot. If your running time changes, please contact us IMMEDIATELY. The deadline to request a refund for reductions to your time slot is January 3. Please note that it is no longer possible to purchase extra time.

This fee is charged after your company is accepted into the festival, either as an Early Bird or through the Lottery. We will send you an invoice via PayPal, to be paid in the subsequent 24 hours. Companies on the Waiting List will only be charged after they accept an available slot in the Festival.

The fees are as follows:

- 30 minute show – \$447.92 + taxes (\$515)
- 45 minute show – \$495.76 + taxes (\$570)
- 60 minute show – \$547.94 + taxes (\$630)
- 75 minute show – \$595.78 + taxes (\$685)
- 90 minute show – \$647.96 + taxes (\$745)

### Refunds

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- If you're accepted and withdraw before January 3, you get your money back (minus the non-refundable Administration Fee)
- If you're accepted and withdraw after January 3, the entire fee is non-refundable.
- If you're accepted and want to reduce your time slot, the deadline for a time refund is January 3.
- If you're on the Waiting List, you can withdraw at any time, but the Administration Fee is non-refundable.

## By clicking NEXT, I confirm that I have read and agreed to the terms of this section

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### Application

Applications are open as of Wednesday, August 1 at 12PM EST until Friday, November 8 at 6PM EST.

#### 2. Company name \*

You do not have to have a legally registered company to be in the FRINGE, but we do need to call you something. Please choose your company name carefully. It cannot be changed under ANY circumstances.

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#### 3. Company from (City, Country) \*

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#### 4. Lottery category \*

Mark only one oval.

- Québec Anglophone
- Québec Francophone
- Canadian
- International

#### 5. Title of Show (optional, not final)

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#### 6. Contact Person \*

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#### 7. Street Address \*

Your address will determine your lottery category.

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#### 8. Unit or Apartment # (if applicable)

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#### 9. City \*

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10. **Province/State \***

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11. **Postal/ZIP Code \***

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12. **Country \***

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13. **Telephone 1 \***

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14. **Telephone 2**

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15. **Email \***

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16. **Website**

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17. **How did you hear about the FRINGE Lottery? \***

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18. **Is your show bilingual or non-language specific?**

Mark only one oval.

- Bilingual
- Non-language specific

19. **Are you planning to apply to be in the 2020 London or Ottawa FRINGE Festivals? \***

Check all that apply.

- London
- Ottawa
- No

**By clicking NEXT, I confirm that I have read and agreed to the terms of this section**

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### **Show Duration & Administration Fee**

If your company is selected, you will be expected to pay an Application Fee to accept your slot in the festival. The total fee is determined by your show duration. At that time, you will have the opportunity to

modify your choice before completing payment. You do not have to pay the Application Fee to maintain your priority on the Waiting List. Return to SECTION 4 of 7 for more information about Fees and Refunds.

**20. Please indicate your estimated show duration, rounded up to the closest 15-minute unit. (To be paid later, only if selected.) \***

Mark only one oval.

- 30 minute show – \$447.92 + taxes (\$515)
- 45 minute show – \$495.76 + taxes (\$570)
- 60 minute show – \$547.94 + taxes (\$630)
- 75 minute show – \$595.78 + taxes (\$685)
- 90 minute show – \$647.96 + taxes (\$745)

**By clicking NEXT, I confirm that I have read and agreed to the terms of this section**

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Skip to question 20.

**Conditions**

On behalf of my performing company, I acknowledge that:

- Once my application is accepted and my Application Fee is paid, I will be permitted to perform in the 2020 St-Ambroise Montreal FRINGE Festival ("The Festival"); I will have the right to a theatre space, technical equipment, a professional technician, box office services, and general festival publicity without any further charges;
- After after January 3, 2020, my Application Fee is not refundable for any reason ;
- It is my responsibility to secure all rights and pay all relevant royalties and taxes for my production; and to provide proof of such on demand by the Festival;
- It is my responsibility to obtain, if necessary, permission to perform from any professional associations to which my artists belong;
- It is my responsibility to obtain all necessary work permits, visas, tax waivers, etc. for my company and each of its individual members;
- I agree to adhere to the laws of Canada and Québec, the by-laws of the City of Montreal, and the policies and procedures of the Festival.
- I agree that at no time may any member of my company behave in a verbally or physically abusive or threatening manner toward staff, volunteers or patrons of the festival or its venues.

The Festival reserves the right to cancel any or all performances of any performing company not adhering to this agreement. If your company is accepted into the Festival, this application will be considered a signed agreement between you and the Festival.

**21. Administration Fee \$47.84 + taxes (\$55) \***

To complete your application, you must click the link in the next pop-up window to proceed to payment.

Check all that apply.

- I understand that I my application to join the FRINGE Lottery is NOT complete UNTIL I have paid the \$47.84 + taxes (\$55) Administration Fee

**By clicking SUBMIT I confirm that I have read and agreed to these conditions.**

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A copy of your responses will be emailed to the address you provided

