

St-Ambroise Montreal FRINGE Festival 2023: A-Z Performance Application

Thank you for your interest in applying to FringeMTL. Applications are open from *Saturday, September 17 at 12PM EST to Friday, November 25 at 6 PM EST*. Applications are submitted online. If you encounter any technical difficulties, please contact artistes@montrealfringe.ca for assistance or to explore alternative methods of application.

By receiving this form, it means you have paid the administration fee. If payment is not completed before the application deadline, your application will not be accepted.

* Required

1. Email *

This form has eight pages in total, including this one. Please be sure to read all of it as it contains important festival information.

When you finish your application and click SUBMIT, a copy of the completed form will be sent to you by email, including the information pages and your response to questions.

Culturally Diverse Artist Project Lottery & Mentorship Program

The Culturally Diverse Artist Project is an additional lottery and mentorship program available to culturally diverse and/or ethno-racially diverse artists. Artists are eligible to apply if they self-identify as Indigenous (First Nation, Inuit and Métis) Black or as a Person of Colour. No administration fee is charged to join the Culturally Diverse Artist Lottery. If selected, no additional application fees will be charged to participate in the festival. Successful applicants will also receive 25 hours of free rehearsal time at MainLine Theatre, a bursary of \$250 to cover promotional or production expenses, and access to a mentor from January to June. This Culturally Diverse Artist Lottery will take place before the general lottery categories are drawn during the public lottery event on Saturday, November 26 at 5:30pm at MainLine. The event will also be livestreamed at www.facebook.com/FRINGEmtl

Additional information:

- The deadline to apply is Friday, November 25, 2022, at 6PM EST.
- There is no fee to apply to the Culturally Diverse Artist Project Lottery.
- If selected, the festival application fee is waived.
- To apply, answer YES to all questions below.
- The festival will select two participants, one local French and one local English. A waiting list of four companies will also be drawn in the event that a selected artist cannot participate.

Applying to both Culturally Diverse Artist Lottery and General Lottery:

- It is possible to apply to both the Culturally Diverse Artist Lottery and General Lottery. If an applicant wants their application to carry over automatically to the general lottery, they must select and pay the standard non-refundable pick-your-price administration fee before the 6pm, Friday, November 25, 2022 deadline.
- If selected in the Culturally Diverse Artist Lottery, the pick-your-price fee will be refunded and the application will not carry over to the general lottery.
- If not selected in the Culturally Diverse Artist Lottery, the pick-your-price fee automatically qualifies the application for a second chance to be drawn in the appropriate general lottery category. All standard policies and fees will apply in the general lottery. See the full application form for more details.

Eligibility Criteria:

- Applicants will be required to disclose how they self-identify as culturally and/or ethno-racially diverse. This information will be strictly confidential. This is necessary to confirm eligibility and preserve fairness and equity of the program, but will have no further bearing on eligibility or chances of success.
- The main contact person for the company must (1) have a permanent address in Quebec, have landed immigrant status, permanent residency, or Canadian citizenship. (2) your company must be presenting at FringeMTL for the first time.

If you have any questions or if your company requires any accessibility accommodations in order to submit your application, please contact Brianna Bagshaw-Stocks, Admin Coordinator at artistes@montrealfringe.ca or 514-849-FEST, and we will do our best to assist you.

Please answer the following questions to confirm your eligibility for the Culturally Diverse Artist Lottery:

2. Do you self-identify as Indigenous, Metis, Inuit, or as a Person of Colour?

Mark only one oval.

- Yes
 No

3. Are you a landed immigrant, permanent resident or Canadian citizen who resides in Quebec?

Mark only one oval.

- Yes
 No

4. If selected, will this be your first time producing a show at the St-Ambroise Montreal Fringe Festival?

Mark only one oval.

- Yes
 No

How the FRINGE Works

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

- Inclusion in the Fringe's programming, along with approximately 95-110 other companies including in-person, pre-recorded and outdoor events. 6 or 7 performances from June 8-18, 2023 (depending on your venue size).
- A venue with seating, a basic lighting plot and technician. To note, you will have limited access to a dressing room.
- Advance sales and front-of-house box office services for your shows.
- Promotion of the festival as a whole.
- Invitation to attend workshops on topics such as marketing, self-producing and more!
- Qualifying for the Frankie Awards program with a value of over \$15,000 in prizes.

What you do:

- You pay an application fee based on the length of your show (30 mins 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 in a COVID-19 safe space.
- You are responsible for publicity for your show. (We offer tools to help.)
- You choose your own ticket prices (up to a maximum of \$12.50) and keep 100% of that (we add service charges of \$2.75)

COVID-19 Special Protocol

As the COVID-19 pandemic is ongoing, the Festival will monitor and continue to follow government guidelines and industry best practices. At this time, we are unable to provide you with protocols for the June 2023 edition as it is too far ahead. We will keep all artists informed as guidelines continue to develop throughout the months before the festival.

Technical Information

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 and sound system. 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

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.

How the Lottery Works

Applications to the lottery are accepted from Saturday, September 17 at 12PM EST to Friday, November 25 at 6 PM EST. Programming is selected by lottery. We conduct four separate lotteries with the following quotas: 40% Quebec English, 40% Quebec French, 10% Canadian (outside Quebec) and 10% 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

We will accept the first 9 completed applications in either local quota and the first 4 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 9 or 4 applications in your lottery category, your application will carry over automatically to the November lottery.

Lottery Party and You're Invited!

Join us Saturday, November 26, 5:30PM at MainLine Theatre, 3997 St-Laurent Boulevard, Montreal, Qc, H2W 1Y4. Doors are at 5PM. More details to come.

The event will be livestreamed at www.facebook.com/FRINGEmtl.

Waiting List

If you wind up on your quota's waiting list, don't despair. On the night of the lottery, we 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 also inevitably drop out, creating movement in the waiting lists.

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

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 in the Lottery.

Payment Method

If payment is not completed before the application deadline, your application will be cancelled. If you require any assistance or need to discuss alternative offline payment methods, please contact artistes@montrealfringe.ca.

Administration Fee

This fee is non-refundable and is required in order to complete your application. You can only apply with one admin fee, multiple admin fees will be refunded. We are offering a pick-your-price for the administration fee:

- Option 1. \$25 + Taxes
- Option 2. \$35 + Taxes
- Option 3. \$45 + Taxes

Application Fee

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 Friday, January 13. Please note that it is no longer possible to purchase extra time.

This fee is charged after your company is accepted into the festival through the Lottery. We will send you an invoice via PayPal, to be paid in the subsequent 24-48 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 – \$485 + \$24.25 (GST 5%) + \$48.38 (QST 9.975%) = \$557.63
- 45 minute show – \$535 + \$26.75 (GST 5%) + \$53.37 (QST 9.975%) = \$615.12
- 60 minute show – \$585 + \$29.25 (GST 5%) + \$58.35 (QST 9.975%) = \$672.60
- 75 minute show – \$635 + \$31.75 (GST 5%) + \$63.34 (QST 9.975%) = \$730.09
- 90 minute show – \$685 + \$34.25 (GST 5%) + \$68.33 (QST 9.975%) = \$787.58

Refunds

- If you're accepted and withdraw Friday, January 13, you get your money back (minus the non-refundable Administration Fee)
- If you're accepted and withdraw after Friday, January 13, the entire fee is non-refundable.
- If you're accepted and want to reduce your time slot, the deadline for a time refund is Friday, January 13.
- 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.

Application

Applications are open as of Saturday, September 17 at 12PM EST until Friday, November 25 at 6PM EST.

5. 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.

6. Company from (City, Country) *

7. Lottery category *

Mark only one oval.

- Quebec English
- Quebec French
- Canadian
- International

8. Title of Show (optional, not final) *

9. Contact Person *

10. Street Address *

11. Unit or Apartment # (if applicable)

12. City *

13. Province/State *

14. Postal/Zip Code *

15. Country *

16. Telephone 1 *

17. Telephone 2

18. Email *

19. Website

20. How did you hear about the FRINGE Lottery? *

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

Mark only one oval.

- English
- French
- Bilingual
- Non-language specific
- Other: _____

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

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 for more information about Fees and Refunds.

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

Show
Duration &
Application
Fee

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22. Estimated Show Duration *

Mark only one oval.

- 30 Minutes
- 45 Minutes
- 60 Minutes
- 75 Minutes
- 90 Minutes

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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 2023 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 January 13, 2023, 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 Quebec, the by-laws of the City of Montreal, and the policies and procedures of the Festival, including COVID-19 protocol.
- 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.
- I understand that the festival may have to cancel in-person performances due to the spread of COVID-19. In this case, options will be offered from the festival.

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.

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

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