

# FringeMTL 2025: A-Z Performance Application

Thank you for your interest in applying to FringeMTL. Applications are open from \*Tuesday, August 6 at 6pm EST to Friday, November 22 at 6pm EST\*. Applications are submitted online. If you encounter any technical difficulties, please contact [artistes@montrealfringe.ca](mailto:artistes@montrealfringe.ca) for assistance or to explore alternative methods of application.

By receiving this form, it means you have paid the Lottery Fee. If payment is not completed before November 22 at 6pm, your lottery application will not be accepted.

\* Indicates required question

## 1. Email \*

This form has seven pages in total, including this one. Please carefully read all the pages, as it contains important information about the Festival.

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.

## How FringeMTL Works

What services are included when you win a spot from the FringeMTL Lottery/Early Bird:

- Inclusion in FringeMTL's programming, along with approximately 90-110 other companies, including in-person and outdoor events.
- 6 or 7 performances from June 5-15, 2025 (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 and storage.
- 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!
- Your company/show can qualify for the Frankie Awards Program, with a value of over \$20,000 in prizes.

## What you do:

- You pay a Festival Fee based on the length of your show (30 mins to 90 mins).
- You meet the 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 are responsible for publicity for your show (we offer tools to help).
- You choose your own ticket prices (up to a maximum of \$15) and keep 100% of that (we add service charges and taxes).

## Technical Information

The beauty of the Fringe is that it gives opportunities to many artists to perform a variety of eclectic and incredible pieces. Because of this, venues are shared between an average of 10 companies, with a quick turnover between performances. Another unique aspect of Fringe shows and artists is their adaptability - being able to up a show in different places, with varying technical possibilities.

FringeMTL venues have a basic set up with a general lighting plot and sound system. Depending on the venue you are assigned, you may have access to one special light or one light request (pending approval from technical director). Due to the quick turnover between companies in the venues, you need to be able to set up your show in 15 minutes, and strike in 15 minutes as well. These limitations mean we don't recommend using projection and complicated sets. If you have a total of more than 40 cues, you may be required to provide your own stage manager. There will be a 3-hour technical rehearsal before your opening, where you will get to visit the space for the first time and meet your venue technician.

The Festival DOES NOT provide projectors, screens, amps, DI boxes, etc. We do not allow human rigging, realistic fire arms, animals, haze, smoking or open flame of any kind.

## Performance Schedule

The Festival highly recommends that you ensure your company's members are available for performances between June 5 and 15, 2025. If you are unavailable for some festival dates, it will be difficult for the team to schedule your performances and it may result in fewer than six performances at the Festival. It is possible that you plan to apply for and are accepted into the Ottawa Fringe Festival. If this is the case, we have plans in place to ensure for smooth festival scheduling. Once finalized, you MAY NOT CANCEL any festival performances. This will result in the Festival cancelling your entire run and you will not be eligible for a refund.

## Eligibility

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

- To ensure equitable access to the Festival, FringeMTL 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 FringeMTL does not accept co-productions, i.e, FringeMTL'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 Tuesday, August 6 at 6pm EST to Friday, November 22 at 6pm EST. Programming is selected by lottery. We conduct four separate lotteries with the following quotas: *Quebec English* (40%), *Quebec French* (40%), *Canada* (10%) (outside Quebec) and *International* (10%) companies.

Please select the category that corresponds to your home address. For Quebec companies, the category is determined by the language used in your show. Alternatively, if your show is non-verbal, bilingual, a language other than French or English or non-language specific, select the category that corresponds to your preferred means of communication.

We will confirm you are in the right category based on the address you provide. The Lottery determines the participating companies and the order of the four waitlists.

## Early Birds

We will accept the first 9 completed applications in both local categories and the first 4 applications in the *Canada* and *International* categories that come in through our online form with payment of the Lottery Fee. If successful, you will be expected to pay the full Festival Fee within 24 hours to be accepted. If you are not amongst the accepted companies from the Early Bird, your application will carry over automatically to the November Lottery.

## Lottery Party and You're Invited!

Join us Saturday, November 23 at 5:30pm EST, at MainLine Theatre, 3997 St-Laurent Boulevard, Montreal, Qc. Doors are at 5pm. More details to come.

The event will be live streamed at [www.facebook.com/FRINGEmtl](http://www.facebook.com/FRINGEmtl).

## Finding Out Your Results

Whether you tune into the live stream or come to the Lottery Party on November 23 or not, you will receive an email from [artistes@montrealfringe.ca](mailto:artistes@montrealfringe.ca) that evening confirming your slot in the Festival or your spot on the Waitlist.

If your name was drawn, you will receive a PayPal invoice for your Festival Fee, according to your selected time slot. This fee must be paid within 48 hours to secure your spot.

## Waitlist

If you wind up on the Waitlist, 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, which creates movement on the waitlists.

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 Lottery Fee and the Festival Fee. By receiving this form, you should have already paid the Lottery Fee. If not, the Lottery Fee must be paid immediately to complete the application process.

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](mailto:artistes@montrealfringe.ca).

You will not have to pay the full Festival Fee until your company is selected in the Lottery.

## Lottery Fee

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

- Option 1.  $\$25 + \$1.25 \text{ (GST 5\%)} + \$2.49 \text{ (QST 9.975\%)} = \$28.74$
- Option 2.  $\$35 + \$1.75 \text{ (GST 5\%)} + \$3.49 \text{ (QST 9.975\%)} = \$40.24$
- Option 3.  $\$45 + \$2.25 \text{ (GST 5\%)} + \$4.49 \text{ (QST 9.975\%)} = \$51.74$

## Festival 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 10, 2025. 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 or Early Bird. We will send you an invoice via PayPal, to be paid in the subsequent 24h (Early Bird) to 48h (Lottery). Companies on the Waitlist will only be charged after they accept an available slot in the Festival.

The fees are as follows:

- 30 minute show – \$530 + \$26.50 (GST 5%) + \$52.87 (QST 9.975%) = \$609.37
- 45 minute show – \$579 + \$28.95 (GST 5%) + \$57.76 (QST 9.975%) = \$665.71
- 60 minute show – \$630 + \$31.50 (GST 5%) + \$62.84 (QST 9.975%) = \$724.34
- 75 minute show – \$680 + \$34.00 (GST 5%) + \$67.83 (QST 9.975%) = \$781.83
- 90 minute show – \$730 + \$36.50 (GST 5%) + \$72.82 (QST 9.975%) = \$839.32

## Refunds

- If you're accepted and withdraw by Friday, January 10, 2025, you get your money back (minus the non-refundable Lottery Fee)
- If you're accepted and withdraw after Friday, January 10, 2025, 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 10, 2025.
- If you're on the Waitlist, you can withdraw at any time, but the Lottery Fee is non-refundable.

## Application

Applications are open as of Tuesday, August 6 at 6pm EST until Friday, November 22 at 6pm EST.

### 2. Company name \*

You do not have to have a legally registered company to be in FringeMTL, 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.*

Quebec French

Quebec English

Canada

International

5. Title of Show (optional, not final) \*

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6. Contact Person \*

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7. Street Address \*

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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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Viewing Only

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 FringeMTL Lottery? \*

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18. Do you plan to apply to the Ottawa Fringe Festival? \*

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Viewing Only

19. In what language is your show? \*

Mark only one oval.

- French
- English
- Bilingual
- Non-language specific
- Other: \_\_\_\_\_

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

### Show Duration & Festival Fee

If your company is selected, you will be expected to pay a Festival 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 Festival Fee to maintain your priority on the Waitlist. 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.)

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20. 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 Festival Fee is paid, I will be permitted to perform in the 2025 FringeMTL ("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 10, 2025, my Festival 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;
- It is my responsibility to read and abide by the [Festival Anti-Harassment Policy and Code of Conduct](#). I agree to share the policies with my company 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.
- 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.

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