



London Fringe Presents

# Fringe 2024

## Fringe Policies and General Information

### **Participation:**

As part of our dedication to the principles of the Canadian Association of Fringe Festivals, one spot at each venue will be reserved for groups that represent inclusivity, diversity and multiculturalism. All groups pay the same fees. All spots will be chosen by lottery. There is no billeting provided this year. All performances are limited to 55 minutes. You cannot exceed 55 minutes but your show can be shorter.

To be eligible for the lottery, applications must be received by midnight February 15th, 2024 daylight saving time by on-line submission only. The application will be accepted and processed upon receipt of your application fee. The lottery will be conducted on February 29th, 2024 at the Palace Theatre. The London Fringe will notify you if you have been drawn in the lottery. You will have 3 months from close of applications to pay your participation fee. Should any company withdraw from Fringe, the next company on the waiting list will be contacted to fill the space.

Plan to participate in the full 6 days of the Fringe. Performances times are between 6:00pm and 10:30pm weeknights; between noon and 9pm on Saturday. Each company will be scheduled for 6 performance times between those hours.

### **Applications and Primary Contact:**

We will accept only one application per person/company.  
Primary contacts may be involved in only one production.  
Fringe correspondence will only be sent to the primary contact.  
Only the primary contact is authorized to submit or make changes to company information.

As primary contact it is your responsibility to:

- Share information with the rest of your company.
- Stay up to date on all Fringe information.
- Ensure timely submission of all requested materials.
- Acquire all copyrights and pay all applicable rights, taxes and fees relating to your production in Fringe.

- Please add fringe@palacetheatreartscommons.ca to your email contacts to ensure that emails are not caught in any spam filters.

## **Copy and Production Rights:**

The London Fringe will not knowingly produce a show without the permission of its originator(s). You are obliged to obtain written permission from the playwright/author/originator and pay any fees required for the production rights. As well, you are expected to obtain the necessary releases or pay appropriate fees to any professional associations to which you belong. Failure to do so could result in disqualification without refund or written notice. Cancellation of your show due to lack of permission or rights to your show will result in forfeiture of your entire application fee.

## **Show Length and Schedule:**

This year all performances are limited to 55 minutes. You cannot exceed 55 minutes but your show can be shorter. Once submitted you may not add to your running time. Your show should be production-ready with simple technical and production requirements. There are no limits on artistic content. Each company will be scheduled for 6 performances and we require that the company abide by the schedule. You will have a maximum three-hour tech rehearsal scheduled with the Technical Director at a mutually convenient time. All companies will have a variety of performance times between 6:30pm – 10:30 pm from Tuesday to Friday and from noon to 10pm on Saturday.

## **Tickets and Revenue:**

*Please read the following information carefully.*

Participating companies/artists receive \$12.00 for each ticket sale. The London Fringe will add \$3.00 ticket charges to each ticket sold which means patrons will pay \$15.00 for tickets.

**All shows will reflect a \$15.00 ticket price.**

Fringe offers on-line, advance ticket sales, there will also be cash sales at this event. You will receive \$12.00 for each ticket sold. The London Fringe will pay out all ticket sales by PTAC cheque at the end of the Festival. Detailed information about Performer Payout processes will be sent at a later date.

The Fringe will provide house management, ticketing and box office services.

## **Participation Fees:**

Lottery Application Fee for all Lottery applications (payable immediately):  
\$25.00 non-refundable fee due upon receipt of application.

Fringe Participation Fee (payable only if you are successful in the draw):  
\$425

\*If you are successful in the lottery, you will be contacted by email to confirm the spot and your Participation Fee will be due by May 12, 2024. See below for more information.

***The Lottery Application fee of \$25.00 must be submitted and received along with your completed application form before the application will be accepted.***

## **Acceptance and Confirmation:**

Applicants will receive confirmation by email or telephone regarding their status. You will need to pay your fees for your slot either on line, or over the phone with credit card by May 12, 2024.

Once the companies are chosen, other applicants will be placed on a waiting list. You will receive notification of your status. Participation Fees for applicants placed on the waiting list are not charged until there is an opening. Any company on the waiting list may withdraw at any time.

## **Refund Policy:**

The \$25.00 Lottery Application fee is non-refundable.  
The participation fee is non-refundable and is due by May 12, 2024.

## **If you are successful in the Lottery:**

You keep 100% of the box office, less ticket service charges.

The Fringe provides: house management, ticketing, and box office volunteers.

The Fringe provides: your venue equipped with basic sound and lighting and one technician.

You will be included in all Fringe publicity: our on-line program, our printed programs, on our website, and overall event publicity. A detailed questionnaire will be sent to you after you have confirmed your participation and paid your fees to Fringe.

Plan to have a wonderful time!

## **Finally:**

1. Submission of your application and fee means that you have read and agree to all of the details and rules outlined in this application. Please contact us if you have any questions or need clarification of these details. We recommend that you make copies of your completed application form and the Fringe Policies and Information form for your own records.

2. Applications are accepted through online submission only and must be accompanied by your non-refundable application fee (\$25.00).  
Applications received without the application fee will NOT be included in the London Fringe lottery.

3. The London Fringe Theatre Festival reserves the right to remove any company from participation in the Fringe should the company members or an individual member engage in illegal activity; behave unprofessionally; or otherwise place the Festival itself at risk.

4. Force Majeur: While the London Fringe Theatre Festival will schedule 6 performance times for each company, if performances are delayed or interrupted by an act of God, fire, flood, war, public disaster, strikes or labour difficulties, governmental enactment, regulation or order, or any other cause beyond the control of the London Fringe Theatre Festival, the Festival shall not be liable for any lost revenues or performance times.