



Artist Terms & Conditions

Updated October 2024 for the 2025 Edmonton International Fringe Theatre Festival.

Howdy, Artists. We're happy you're here! We look forward to supporting you as an Artist in the Edmonton International Fringe Theatre Festival.

To provide a safe, welcoming, and accessible environment, we ask all Artists participating in Festival to adhere to and actively champion the following terms and conditions. This document contains the following:

Contents

Artist Agreement	2
Lottery Program	3
2025 Lottery Fees	3
Lottery Fees	3
Indoor Lottery Information	3
Equity Lottery Information	4
Fringe Theatre's Responsibilities	4
Indoor Lottery Artist Responsibilities	4
Outdoor Lottery Information	5
Fringe Theatre Responsibilities	5
Outdoor Lottery Artist Responsibilities	5
Bring Your Own Venue (BYoV) Program	5
BYoV Fees	6
Fringe Theatre's Responsibilities	6
BYoV Artist Responsibilities	6
BYoV Venue Requirements	6

Our Festival information and policies are subject to instant improvement. Questions, comments, and suggestions are welcome. Please get in touch: hello@fringetheatre.ca.

On behalf of the Board of Directors and Staff, thank you for the energy and creativity you bring to our Festival!



Artist Agreement

The following agreement is applicable to all Artists, Producers, and their participating affiliates.

By applying and/or participating in the Edmonton International Fringe Theatre Festival, Artists agree to:

- Adhere to the Artist Terms & Conditions;
- Adhere to all Fringe Theatre policies;
- Adhere to Fringe Theatre’s Code of Conduct;
- Adhere to Fringe Theatre’s Safer Spaces Program;
- Adhere to Fringe Theatre’s Anti-Racism Commitment;
- Complete Fringe Theatre’s “Culture of Consent” and/or “Consent in Context” training on Fringe Learn in advance of the Festival;
- Adhere to the ticketing structure and fees set by Fringe Theatre;
- Adhere to all dates and deadlines set by Fringe Theatre;
- Adhere to all guidelines and agreements within any contracts or contractual obligations required by professional associations, unions, and holders of copyrights for their performances, and accept sole responsibility for making all payments under such contracts;
- Assume sole responsibility for any and all contractual obligations related to the production under their application, and for ensuring the artistic content of the production abides by the laws of local, provincial, and federal bodies;
- Assume sole responsibility for any costs incurred due to actions that are found to be in breach of the Artist/Festival agreement (such as specialized cleaning, fines for illegal posterage, or extending show times that result in additional technical fees);
- Accept full liability for any claims arising from responsibilities related to the production under their application, holding Fringe Theatre blameless; and
- Consider obtaining insurance coverage, including travel insurance, to cover their activities during the Festival, understanding that Fringe Theatre’s insurance does not cover the applicant.

Additionally, by participating in the Fringe Festival all Artists grant Fringe Theatre the rights to:

- Offer marketing incentives, such as coupons and discounts on ticket prices, to generate new audiences and increase ticket sales;
- Sell tickets to their show at the Edmonton Fringe Festival. Subsequently, Artists will refrain from the reselling or selling of any tickets (including complimentary tickets); and
- Designate complimentary tickets for use by Volunteers, Sponsors, Funders, Staff, industry peers, media, and promotion.

Lottery Program

Fringe Theatre provides Artists access to audiences, infrastructure, and support so you can take creative chances and share exciting works.

We provide direct support to Artists through our Festival Lottery Program. All artistic programming featuring Local, National, International, Theatre for Young Audiences, and Outdoor performances in Fringe-managed venues are selected through a Lottery draw.

2025 Lottery Fees

Lottery Fees

- Indoor Local (within 50km of Edmonton): \$800 +5% GST
- Indoor National (within Canada): \$800 +5% GST
- Indoor International (Outside of Canada): \$800 +5% GST
- Indoor Theatre for Young Audiences (TYA): \$675+ 5% GST
- Indoor Equity Lottery: \$0
- Outdoor: \$625 + 5% GST

To enter the Lottery draw, Artists must pay a non-refundable Application Fee of \$45 + 5% GST. If you are successfully drawn in the Lottery, you will be required to pay the balance of the Lottery Fee for your category to confirm your participation in the Festival.

Artists not drawn for a Lottery spot may be drawn for a Waitlist spot. Waitlist Artists will be notified of their place on the Waitlist. If a Waitlist show is offered a Lottery spot, their full Lottery fees will be due to confirm their participation in the Festival.

The deadline to withdraw from the Festival and receive a full refund of Lottery fees is 5:00pm MDT Wednesday, April 30, 2025. If that deadline is missed, the deadline to withdraw from the Festival and receive a 50% refund is 5:00pm MDT on Tuesday, May 20, 2025.

Indoor Lottery Information

Fringe Theatre operates a collection of venues during Festival. Shows in these venues are selected by Lottery and scheduled by Festival Staff. Artists may apply through the following streams: Local, National, International, and Theatre for Young Audiences.

Indoor shows are awarded approximately \$10,000 of in-kind support. Specifically, Lottery recipients receive:

- Performance venue, equipped with seating risers, chairs, staging, and masking;
- Lighting and sound equipment;
- Two (2) professional Technicians for each performance;
- One (1) technical rehearsal; and
- Box office, advertising, and marketing support.

Equity Lottery Information

The Equity Lottery Program exists as part of Fringe Theatre's ongoing commitment to ensuring all voices can be heard at our Festival. An equity-seeking artist is anyone who identifies as a member of an underrepresented or under-resourced community.

Local and National Indoor shows may apply for Fringe's Equity Lottery. We reserve two Festival spots per year for underrepresented and equity-seeking groups. Application and Festival fees for Equity Lottery Artists are waived. Artists may apply exclusively for the Equity Lottery, or they may apply for both the Equity and General Lottery; in the latter case, Artists will be required to pay the application fee, but if they are successful in the Equity Lottery the application fee will be refunded.

One lottery spot is dedicated to local artists, and that recipient will also receive the Mowat Diversity Award – providing an additional \$500 cash prize and 5 hours of mentorship by the Fringe Theatre Artistic Director. The second lottery spot is dedicated to a local or national Artist.

Fringe Theatre's Responsibilities

In support of Lottery Artists, Fringe Theatre will:

- Allocate Lottery Artists a 70 to 300 seat performance venue based on variety of technical parameters as provided in the application.
- Schedule one technical rehearsal time and at least six performances for each show. We make every effort to accommodate cast sharing between Lottery shows, but this cannot be guaranteed. In the context of the Bring Your Own Venue (BYoV) program, it is the responsibility BYoV producer to schedule around cast members also participating in a Lottery show.
- Include the applicant's show listing in the Festival Guide.
- Execute Festival-wide marketing and audience development strategies.
- Assume responsibility for Box Office and ticket sale services for all performances.

Indoor Lottery Artist Responsibilities

By applying to the Fringe Festival Lottery, successful applicants agree:

- To not submit multiple applications for the same show. Fringe Theatre requires unique fields in company name and primary contact. If an applicant submits more than one application under their company name, those applications will be disqualified.
- To not sell or transfer their spot in the Festival to another Artist/company.
- To meet all deadlines set by Fringe Theatre.
- To be responsible for all costs directly related to the production, communication, marketing, and promotion of their show, including, but not limited to costumes, props, set pieces, Actor(s), Director, Stage Manager, Designers, marketing materials etc.
- To be available for a technical rehearsal in the week prior to the Festival. Out-of-town Artists **must** be available to have their technical rehearsal as early as Monday, August 11. This is to ensure there is enough time to accommodate all 70+ Lottery shows' technical rehearsals.

- To present a minimum of six indoor performances running 45 to 90 minutes in length during the 11-day Festival. We strongly recommend a run time of 60 minutes.
- To abide by the rehearsal and performance schedule set by Fringe Theatre, based on applicant's performance length, availability, tour schedule, and cast sharing.
- To be present at the venue 30 minutes prior to the start of each performance; set up within 15 minutes before the performance; execute the performance within the allotted time requested; and strike the stage within 15 minutes after the performance.
- To be responsible for the booking and expenses of travel and accommodations. Please note that Fringe Theatre's Billeting Program is available on a first come, first serve basis and housing placement is not guaranteed.

Outdoor Lottery Information

With more than 500,000 site visits, Outdoor Artists play a big role in animating the Festival site. Outdoor Stage performance slots are scheduled in advance of Festival by Staff. These shows are distributed between two outdoor stages.

Outdoor Artists with smaller shows may consider applying to our Walk-By Busker Program, which opens in spring of 2025.

Fringe Theatre Responsibilities

Outdoor Lottery recipients receive:

- Scheduled performance time on the Festival site (scheduled by Fringe Staff);
- Technical support when necessary;
- On-site storage; and
- Support of Festival-wide show marketing strategies.

Outdoor Lottery Artist Responsibilities

By applying to the Fringe Festival Lottery, Outdoor Artists agree to present a show that is:

- Artistically driven;
- Within the 45 minutes time slot (including set up and strike);
- Suitable for all ages;
- Inclusive, kind, and inviting to all Patrons in our community;
- Considerate of active, ongoing, enthusiastic, and clear consent from all audience volunteers selected to participate in the performance; and
- Executed on time and on schedule.

Bring Your Own Venue (BYoV) Program

The BYoV Program is an Artist-driven initiative that allows Artists to produce a show at an approved venue that isn't managed by Fringe Theatre. BYoV Artists retain sole responsibility for all costs related to the production and promotion of their venue and performances.

BYoV Fees

The fee to participate in the Festival as a BYoV show is \$650. The deadline to withdraw from the Festival and receive a full refund of Lottery fees is 5:00pm MDT Wednesday, April 30, 2025. If that deadline is missed, the deadline to withdraw from the Festival and receive a 50% refund is 5:00pm MDT on Tuesday, May 20, 2025.

Fringe Theatre's Responsibilities

Artists accepted into the BYOV program will receive:

- Festival-wide marketing support for shows;
- Promotion and listing in the Festival Guide;
- Full box office and ticketing support; and
- Festival venue signage designating the venue as a performance space.

BYoV Artist Responsibilities

In addition to the Artist Agreement at the start of this document, by applying to the BYoV program, Artists and their affiliates agree to:

- Present at least one and no more than 11 performances throughout the Festival;
- Accept sole responsibility for all costs related to the production and promotion of their venue and related performances, including, but not limited to: costumes, props, set pieces, Actor(s), Director, Stage Manager, Front of House Staff, Technicians, lighting and sound design, stage, masking, seating, risers and chairs, and any related equipment;
- Procure and pay all rental agreements, insurance, and liability coverage for their show; and
- Work with their venue to ensure that all venue requirements outlined below are met.

BYoV Venue Requirements

Venues must be approved by Fringe Theatre before shows may apply to the Festival. Venue producers can email victoria.dejong@fringetheatre.ca and cc: murray.utas@fringetheatre.ca with the subject line: BYoV Producer Application to get started. In addition, Venues agree that:

- The Venue must meet local, provincial, and federal emergency, safety, occupancy, and fire code regulations.
- The City of Edmonton Fire Marshal must be permitted to inspect your venue.
- The Venue must be listed as an approved Fringe BYoV on the application form; for venue approval, please contact victoria.dejong@fringetheatre.ca.
- The Venue will be inspected by Fringe Staff before and/or during the Festival.
- The Artist must provide correct and up-to-date contact information both for the show and the venue Producer and/or venue Operator when applying.
- Scheduled performances may start no earlier than 8:00 PM on the first Thursday of Festival and no later than 8:00PM on the last Sunday of Festival. All performances must take place within Festival-approved hours for the duration of the Festival (between 12PM and 11:59PM).

- BYoV shows will confirm their schedule on Eventotron. Please note that Fringe Staff is unable to alter Indoor Lottery schedules to accommodate BYoV show scheduling.
- Artists will adhere to the performance schedule, time, and duration as submitted to Fringe Theatre. Changes may not be made once submitted and verified. Artists are accountable for any financial losses resulting from any deviation of the submitted schedule.
- The Venue Producer and/or Operator will apply to be an approved BYoV for the 2024 Festival and attend BYoV Producer meetings.