

FESTIVAL

2019 Toronto Fringe Festival Site Specific Category Application

Site Specific Conditions and Fees

Once fully completed and submitted, your application will be reviewed for:

1. Accessibility of the proposed venue.
2. Safety of the proposed venue and proposed use of it as a performance space.
3. Whether the venue is appropriately site specific - the site must be integral to the success of the work. Conventional theatre venues are not eligible to apply with.

IF APPROVED, YOU MUST SECURE YOUR VENUE AND PAY A PARTICIPATION FEE. A spot in the 2019 Fringe Festival is not confirmed until your application has been approved and the participant fee paid in full. Payment instructions will be sent upon approval.

Fees are based on the total number of seats that will be available across your entire run:

299 seats or less: \$551

300-479 seats: \$651

480+ seats: \$751

Example calculation: 9 shows x 75 seat capacity per show = 675 total capacity, thus the fee would be \$751.

The Fringe reserves the right to request additional payment or to return partial payment should the total capacity change before July 3rd.

Should the Fringe discover that your venue is not fully accessible or that application information is falsified, the Toronto Fringe reserves the right to reject your application.

Once paid, site-specific fees are non-refundable.

Incomplete applications that are submitted will not earn a number in the queue until all questions have been answered.

Geographic Location

In addition to the Fringe catchment area (defined by Dupont St. to the north, King St. to the south, University Ave. to the east and Dovercourt St. to the west), we are also accepting proposals for satellite shows across the city of Toronto.

Accessibility via public transit will be a factor in considering all site-specific applications.

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Accessibility at site specific venues

The Toronto Fringe requires all venues be at minimum wheelchair accessible. Sites proposed that do not offer accessible restrooms will be required to supply rented accessible porta-potties on site. If a site specific application is approved and confirmed but then is deemed to not meet required accessibility standards at a later date, The Fringe reserves the right to revoke approval and remove the spot.

The Fringe may request additional information or to arrange a site visit to assess accessibility before approval can be granted.

Application

1. **Main Admin Contact:** _____

This will be the primary person the Festival will contact about your application and event. You may not submit more than one application to the Fringe.

Please note the following rules:

- a. The Company Name, Main Admin Contact and Secondary Contact cannot be changed once submitted.
- b. The Main and Secondary contacts of a company cannot be the Main and Secondary contacts for a second company.
- c. If an individual/company submits more than one application, ALL relevant applications will be removed from the lottery, and no refund will be given for the lottery application fee.
- d. If the Main Admin Contact cannot continue with a production, we reserve the right to withdraw it from the Festival.
- e. You may not accept more than one show slot, including lottery and site-specific categories - if you are successful in the lottery after securing a site specific spot, you will be asked to forfeit one of your two spots.

To edit the contact details, click on the blue head icon to the right of the text field

2. **Secondary Admin Contact:** _____

Click the text box, enter the contact's email address, then click "Add Contact." You will now input your secondary contact's First and Last Name, as well as their phone number. The Secondary Contact may not be changed once your application is submitted. Please double check this info before clicking "Save."

3. **Company name:** _____

4. **Where would the proposed production take place?**

Please describe the space or room within the proposed venue that the performance will occur, i.e. the gymnasium of a school or community centre.

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5. **Please provide the full address of proposed site:** _____
Include postal code, and unit number if applicable.
6. **What steps are required in order for you to secure and book the site?**
Include the names of any relevant contact(s) and their contact information.
7. **Why does your production have to take place at the proposed site? How will it use the space?**
Applicants must demonstrate that the site is integral to the success of the work.
8. **Please describe the audience experience:** _____
Include details such as: whether they will be seated, what kind of seats will be provided (if possible at this time), whether they will need to be unseated or moved from one position to another at any point in time, etc.
9. **Does your proposed production take place outdoors? Yes/no**
10. **If yes, please describe the rain plan:** _____
i.e. the site has an alternative covered area, tents will be provided, the performance will not be able to take place and will be cancelled.
11. **If no, does your venue provide air conditioning?**
12. **What is the length of the show, in minutes?**
Please note, Fringe shows cannot exceed 90 minutes in length.
13. **What is the capacity per show?**
Indicate the number of tickets you wish to sell per show, if different then the total capacity of the site.
14. **How many performances do you request?**
You can request up to 12 performances = 1 performance per day of the festival.
Approval will be granted at the discretion of the Fringe for requests for 2 or more performances per day conditionally. We do not guarantee you will receive the number of performances per day requested.
15. **What is your proposed performance schedule?**
Please list all dates and show times.
16. **In what ways is your venue physically accessible? Please describe in detail.**
For example, include details such as: doorways are a minimum of 34 inches, entrance is

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level or there is a ramp alternative, there is an accessible washroom with pushbutton door access, audience space is level with no stairs, there are no uneven ground surfaces, a variety of seating is provided, signage is well-marked and high contrast visible

17. Are there aspects of your proposed site that you believe may inhibit accessibility?

i.e. are there any grass or gravel covered areas that audience must cross? Are audience members required to stand for any amount of time? Are sightlines or visibility conditions compromised? Are the washrooms on a different level, or do they lack wide doorways and/or push-button access? If the entrance is by ramp access, please describe the ramp to the best of your ability (width, railings, lips or edges etc.)

18. Describe how audience members can get to your proposed site: _____

i.e. is it close to TTC subway, streetcar or bus stops? Is there a drive way or drop off zone, i.e. for patrons arriving via cab or wheel-trans? Is it close to the street and/or sidewalk? Please provide info about vehicle or bicycle parking if able.

19. Please provide images of the following areas of your proposed site:

Image of front entrance, including stairs or ramp

Image of performance space (does not need to be set up as it will be for your show)

Image of accessible restroom entrance

Image of interior of restroom

20. Are you considering accessibility and inclusion in other ways in your production? Please describe in detail.

For example: are you interested in offering assisted performances, does your venue offer an alternative quiet space for patrons, has it or will be it assessed by a disability consultant, is it located in an under-served neighbourhood, is it connected to the local community in a meaningful way, etc. If you do not have answers for this question at this time, please write N/A.