

2024 Victoria Fringe Unconventional Venue Lottery

Please note that this document is for reference only, and all applications should be submitted through the online application form at <https://intrepidtheatre.wufoo.com/forms/2024-victoria-fringe-unconventional-venue-lottery>

The Unconventional Venue Lottery is open to applications for non-traditional, off-site, outdoor/moving, digital or site-specific productions in Victoria, BC.

Application Fees (all companies):

LOTTERY FEE: \$30.00 CAD Payable with this application, non-refundable.

UNCONVENTIONAL VENUE FRINGE FEE: \$320 CAD, payable by March 18th 2024 if drawn in the lottery.

Deadline: Monday, February 19th 2024, 11:59 PM PST

Lottery Draw: Thursday, February 22nd 2024

QUESTIONS? Contact Emmett MacMillen, Producer, at Intrepid Theatre (250) 383-2663 or emmett@intrepidtheatre.com

NOTES:

1. You do not need to have a confirmed venue when you apply, but you MUST apply with a proposed venue. Venue confirmation (signed contract with your venue), must be provided by no later than April 30th 2024.

2. Interviews will follow with selected companies, to determine the following criteria:

-site accessibility (all sites must be wheelchair accessible)

-audience safety

-site plan (where will audience check-in, where are washrooms, etc)

-permission to use the site

-proof of insurance

-feasibility of self-producing requirements

1. Name of Main Producing Contact *

First

Last

2. Pronouns (check all that apply) *

She/Her

They/Them

He/Him

Other

3. Email of Main Producing Contact *

4. Phone number (best to contact) *

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5. Address of Main Producing Contact *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Self-Identification: Equity, Diversity, and Inclusion

We recognize that equity-deserving artists face systemic barriers, and that not all voices are heard in our Fringe and theatre community. We would like to better understand which underrepresented communities we are reaching and not reaching, and how we can support artists and keep learning ourselves.

If you feel comfortable identifying yourself as part of an equity-deserving group, please do so here. This includes artists who self-identify as Indigenous, Black, person of colour, queer, trans, non-binary, Two Spirit, living with a disability, D/deaf or H/hard of hearing, blind or low vision, cultural or religious minority.

All responses will be kept confidential.

6. Do you identify as a member of an equity-deserving group? If so, please describe.

IMPORTANT INFORMATION-READ THIS FIRST!

Please review all of the application guidelines and FAQs at <https://intrepidtheatre.com/festivals/fringe-festival/apply/>

Once you submit this form, you will receive a confirmation email. To reduce bounced emails, please add emmett@intrepidtheatre.com to your email contact list.

Do not leave the form without clicking the SUBMIT button at the bottom of the page, or your work will be lost.

SHOW INFO

No support material is needed at this time.

7. Company Name *

8. Show Title *

9. 25 word description *

10. Rights & Permissions – Do you have the rights to produce this piece? *

- Yes
- Working on it
- Original work / Not Applicable

11. Running Time (in minutes)

All Fringe shows have a maximum allotment of 60 minutes. No exceptions.

VENUE INFORMATION

You will be required to provide a contract or letter of permission from your venue, site or location if accepted into the festival by no later than April 30th 2024

12. Name of Venue *

13. Venue Address *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

14. Please indicate the booking status of this venue: *

- This is a proposed venue and I have not contacted them to book it yet.
- This is a proposed venue, and I have contacted them to book it.
- This is a confirmed venue and I am waiting on a contract.
- This is a confirmed venue and I have a signed contract.

15. Please describe the reason for choosing this venue *

16. What are the production requirements of the piece and how to you plan to execute them in a site-specific environment or outdoor venue (if applicable)? *

17. What is your accessibility plan? (ex. audience safety, weather (if outdoors), parking, seating/standing, box office location, etc.) *

18. What is the capacity for your venue? *

19. Is the site wheelchair accessible? *

- Yes
- No
- Unsure

APPLICATION AND FEE INFORMATION

The total Unconventional Venue participation fee for the Victoria Fringe is \$320 CAD, tax included. The fee for this application is \$30 CAD with GST included.

We will contact you after the lottery on February 22nd 2024. If you are accepted into the festival, you will need to pay the \$320 fee to confirm your spot.

DROP OUT DEADLINE: Should you drop out of the festival, you will receive a refund if you inform us in writing up until May 6th 2024. After that, your participation fee will be non-refundable.

20. I understand that the Main Producing Contact (the applicant name in this application) is the sole contact for payment of my Fringe fee, any refunds, and ticket payouts at the end of the festival. *

Yes, I understand

FRONT OF HOUSE: STAFF and SET-UP

The Victoria Fringe provides:

- Box Office: Advance ticketing and ticket sale reports.
- General festival promotion.
- Fringe promotional material (Fringe guides and feather flag).

YOU are required to provide:

- a Front of House Manager who works every show.
- Set up, take down and storage for your set, chairs for audience and any other items you have for your show and or audience.
- Set up, take down, and storage of the promotional material and feather flag that Intrepid Theatre provides you.

21. I understand the responsibilities of myself and the Victoria Fringe Festival for Front of House. *

Yes, I understand

INSURANCE

Unconventional Venue productions must provide their own public liability insurance. If your application is approved, you must provide proof of insurance by April 30, 2024 in order to participate in the festival.

22. I understand that I must provide my own liability insurance for my production. *

Yes, I understand

Intrepid Theatre Info & Code of Conduct

The Victoria Fringe is produced by Intrepid Theatre; we present year-round programming, not just the Fringe. We work with emerging and professional artists, and provide mentorship, studio time and presentation opportunities through our queer theatre festival, new works festival, and residency programs for LGBTQ2S+ and BIPOC artists.

Please read Intrepid Theatre's Code of Conduct in full below. By checking the box you agree that you, and your entire company, will follow and adhere to this if you are selected to be a part of the 2023 Victoria Fringe.

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WHO INTREPID THEATRE IS:

Intrepid Theatre was founded in 1986 to produce the Victoria Fringe Festival – an international theatre event open to performing artists of all levels of experience. In the last 35+ years, Intrepid Theatre has grown to become the major hub for independent theatre in Victoria, providing venues, accessibility, advice, resources, mentorship, networking, residencies, new work development programs for emerging artists, and a connection to contemporary alternative theatre nationally and internationally. Working with other presenters and companies across Canada and around the world, we support, nurture and promote new home-grown work, while bringing remarkable work to Victoria for the first time, and introducing innovative contemporary theatre makers and companies to local audiences and artists.

At the Intrepid Theatre Society, we are committed to the fundamental principles of social justice and work at advancing equity, diversity and inclusion to better serve our staff, volunteers, artists, partners and community. Developing and maintaining a respectful, diverse, accessible and inclusive culture is key to ensuring everyone who passes through our doors feels safe,

welcome, valued and heard. We are committed to treating people fairly, with respect and dignity, and to offer equal opportunities based on an individual's qualifications and performance free from discrimination

All artists performing at the Victoria Fringe Festival are required to abide by Intrepid Theatre's CODE OF CONDUCT, SAFE(R) SPACES POLICY and other policies that govern the Company. By signing the artist commitment to the Victoria Fringe when you apply, you agree to follow and uphold these policies.

CODE OF CONDUCT

Intrepid Theatre is committed to fostering a professional community which is empowered to support creative risk while adhering to these policies and code. We do so to ensure that the reputation and standard of Intrepid Theatre as an arts company committed to a safe year-round environment for artists, for staff, for volunteers, and for the general public, is upheld. The code of conduct applies to the conduct of each artist at the Festival and not the content presented at the Festival.

The Code of Conduct and all anti-harassment policies and procedures apply to all individuals who conduct work on the festival's behalf, including artists, arts workers, staff members, contract staff, volunteers, interns, suppliers, and board members.

Unacceptable and Inappropriate behaviour could result in disciplinary action including being asked to leave the Festival. If an artist is asked to leave for violation of the Code of Conduct, no refund of Festival fees will be given.

Appropriate Conduct and Behaviour includes, but is not limited to:

- Adherence to published policies, practices and procedures including Intrepid's Safe(r) Spaces Policy
- Maintaining positive and respectful relationships with fellow artists, staff, stakeholders, volunteers, or any other person who deals with the Intrepid Theatre Society in the conduct of its business
- Acting with honesty and integrity, declining to participate in or condone any activities that may be considered unethical or illegal;
- Avoiding participating in or condoning activities that may put people in harm's way or risk their physical, emotional, or mental wellbeing;

Inappropriate Conduct and Behaviour includes, but is not limited to:

- Using obscene or offensive language
- Spreading malicious gossip or rumours
- Harassing, threatening, intimidating, or coercing any person at any time
- Working while under the influence of alcohol, drugs or prohibited substances
- Use of company property for personal use beyond reasonable expectations

Unacceptable Conduct or Behaviour includes, but is not limited to:

- Possession of weapons in places of Intrepid Theatre Society business
- Possession, consumption or use, or sale of illegal substances while on Intrepid Theatre Society and member premises
- Theft or misuse of Intrepid Theatre Property or Equipment

Discrimination

Intrepid Theatre has a zero tolerance for discrimination of any form including but not limited to racism, sexism, homophobia, biphobia, transphobia, misogyny, transmisogyny, fatphobia, ableism, audism, ageism, classism, Islamophobia, anti-Blackness, anti-Semitism, rhetoric or bigotry of any kind. Discrimination may appear in the form of, but is not limited to:

- Verbal or written slurs
- Exclusion or denial of entry based on identity
- Cultural appropriation or mockery of sacred traditions
- Invasive, overly personal or inappropriate questions
- Stereotyping

- Microaggressions

Definitions:

Bias

Prejudice in favour of or against one thing, person, or group compared with another, usually in a way considered to be unfair and baseless.

Discrimination

The manifestation of the uneven distribution of power and opportunity between social groups.

Racism

The belief that different races possess distinct characteristics, abilities, or qualities, especially so as to distinguish them as inferior or superior to one another. Systemic racism refers to the uneven distribution of power and opportunity on the basis of race.

Micro Aggression

Subtle, insidious aggressions that are either intentional or unintentional and often recur. They dismiss, isolate, belittle, and other individuals, particularly on the basis of marginalized identities.

Misogyny

Hatred of, contempt for, or prejudice against women. It is a form of sexism that is used to keep women at a lower social status than men, thus maintaining the social roles of patriarchy.

Homophobia and Transphobia

These terms are related to a wide range of conditions of negative attitudes and behavior toward lesbian, gay, bisexual, and transgender (LGBT) people, ranging from casual use of pejorative language to aggressive personal attack.

Allyship

Acknowledging inequalities exist, learning about your privilege, and sharing power and opportunity with people who are marginalized.

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- I have read and will adhere to the Code of Conduct, and if I am selected in the lottery, I will ensure that my entire company has read and will adhere

24. I would like to sign up for Intrepid Theatre's Artist enews *

- Yes
 No
 Already on the list

SUBMITTING YOUR APPLICATION

You're almost done. By clicking the box below, you are letting us know you've read all the details at <http://www.intrepidtheatre.com/fringe/apply/>, have made note of the deadlines, and agree to the terms and conditions of the application (stated above) and policies of the Victoria Fringe Festival (as described on the application page of our website). Make sure you click the SUBMIT BUTTON at the bottom of this page. If you don't, you will lose all your work and we will not receive your application.

After you click SUBMIT you will be redirected to a paypal page to pay your \$30 application fee and you'll receive an email with a copy of the information you submitted.

25. I understand and agree to the conditions of application to the Victoria Fringe Festival, and have made note of festival requirements, policies and deadlines. I understand that my \$30 non-refundable lottery fee must be received by Intrepid Theatre prior to the lottery deadline. *

I agree. (now click the SUBMIT button below!)

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