



## Performer Application Guidelines 2018

### 1. About the Festival

The Cobargo Folk Festival is presented and organised by the **Yuin Folk Club Inc**

The 24th Cobargo Folk Festival will be held **1 – 3 March 2019** at the Cobargo Showground. See the festival webpage <http://www.cobargofolkfestival.com/> for more details.

### 2. How to Apply

We have endeavoured to simplify the application process by using a two-stage system.

#### **Stage 1:**

Your initial application will take the form of an **EXPRESSION OF INTEREST** in which the information is required by the Festival to assess your suitability. Further information will be requested from selected performers.

See Section 4 - Selection Process for more information.

- Use the on-line Expression of Interest form available on our website: <https://cobargofolkfestival.com/performer-expression-interest/>
- If there is a genuine reason why you are unable to submit your application online, please email us at [applications@cobargofolkfestival.com](mailto:applications@cobargofolkfestival.com) and we will email you a form that you can fill in and return to us.

**NOTE:** Stage 1 Expressions of Interest **applications close on 31 July 2018**. We do not accept late applications so please make sure you have emailed or mailed your application before that date!

### 3. Special Note for International Performers

- The Festival usually books international artists each year who are touring Australia at the time. We are not in a position to sponsor acts or arrange tours.
- **We do not provide airfares.** International acts also must arrange their own visas.

If you would like to perform in Australia, we recommend that you contact one of the Australian agents familiar with the folk music touring circuit. The Australian Government's visa application process is complex and difficult to navigate without such support.

- If you have organised a tour in Australia that coincides with the date of our Festival, we welcome your, or your agent's, enquiry or application.

## 4. Selection Process

### **Stage 2:**

Please do not contact our office to find out if you have been successful. We will contact you regarding your application status. All applications will be acknowledged.

The two-stage process:

- The initial application is essentially an expression of interest, with sufficient information to assess the application.
- Those acts selected to perform at the Festival will be contacted and asked to provide us with additional information (e.g. stage plan and details of sound requirements, confirmation of personnel and accommodation requirements, festival passes required, details of ABN and remuneration procedure, etc).
- A link to an online (Stage 2) form will be sent to the performer or the act's representative where the requested information can easily be provided.
- Failure to provide this information by the date requested by the Festival will nullify the initial acceptance.
- In very rare cases when the follow up information conflicts with or has changed significantly from the expression of interest, or the information provided raises problems with the scheduling of the act, the Festival reserves the right to decline the acceptance of the application.
- Final selection is based on the information provided in both stages of the application process.
- The Festival will endeavour to advise applicants within a very short period of the receipt of the additional information (Stage 2) whether or not they have been successful.
- Contracts will then be emailed to successful applicants and, once signed, are binding.

Please assist us by not leaving it to the last minute to submit your application. It helps us by spreading the workload involved in assessing applications and we may be able to give you a decision earlier as well.

## 5. Selection Criteria

### ***Type of Material***

- "Folk" covers a broad spectrum of music styles, both traditional and contemporary.
- The Festival includes elements of traditional song, and dance, Anglo-Celtic, blues, bluegrass, country, indigenous, jazz, Old Timey, world music, bush poetry, cabaret, comedy, and yarn telling.

- It is very difficult to be prescriptive as to styles, and many performers are at home in different music 'scenes' (e.g. country and folk). However, performers who are exclusively 'pop' or 'rock' for example are unlikely to be successful.

### ***Performances for Children's Program***

- Performers who can also play for children and dances are also sought. We would welcome performance offers for our Children's program. We also prefer performers who do not place too many restrictions on their availability, who can stay for the whole Festival and participate in sessions and the general festival atmosphere.
- Street performers, buskers, artists are welcome to apply but we limit the number of such acts and they must not interfere with scheduled performances. Such acts that have performances suitable for young children (e.g., clowns, magic acts, puppeteers, kids crafts, etc) are sought for our Children's program.

### ***Returning Performers***

- Generally we try not to have 2 years in a row, so if you played last year, it's unlikely you will be accepted the following year. This is the same for local performers.
- Quality is the important determining factor, and being local will not necessarily guarantee you a spot.
- For performers coming from further afield we may also make an exception where an established act fits a hard-to-fill niche or comes up with something new and innovative (such as interesting themed concerts and presentations).
- Consequently, do not be too surprised or disappointed if your application is not successful if you have performed at the previous couple of festivals even if you were a "hit" at those festivals. We have probably just chosen to give you a break this time around and may have you back in future years.

### ***Fees***

The Festival is a small, not-for-profit event with a limited budget, run by volunteers so please take this into consideration when quoting a fee.

- Be realistic if you wish your application to be considered.
- All fees quoted are to be totally inclusive of all costs such as GST, travel, visas, and meals. International performers please refer to note above.
- We provide free accommodation either as onsite camping or billeted with local residents (limited).

### ***Volunteering***

The Festival welcomes, and encourages, performers (and their partners) to contribute to the successful running of the Festival.

- There is no obligation for performers to volunteer their services and not doing so will not have a bearing on the success or failure of the application.
- There is also no obligation for the Festival to accept an offer to volunteer by a performer.

### ***Support for the Folk Music Scene in Australia.***

- We like to support artists who support the local and national folk music scene by being members of local, State or National Folk organisations.
- Local performers, in particular, are encouraged to be members of the Yuin Folk Club or Candelo Arts Society or similar local organisation.

## **6. Programming**

In general, the Festival will program up to four performances per act, usually a combination of concerts, workshops and themed concerts over the three days of the festival.

- If your act has material suitable for one of our themed concerts (e.g. The Political Soapbox concert, The Comedy concert), you may be asked to contribute a couple of songs in one of those.
- We may also invite one or more of your members to contribute to our instrumental forum concerts (e.g. "Guitar Concert", "Fiddle Concert", etc). These will be in addition to your main performances.
- Concert performances per act vary between 45 minutes to 75 mins (usually 60 minutes), workshops 60 to 90 minutes, dance demonstrations 30 to 45 minutes.
- Setup time is usually included within the performance time (e.g. a 60 min spot equates to 50 minutes performance time and 10 minutes set up time). The quicker you can set up, the more performance time you have! If your act has special requirements that will necessitate a longer set up time, you need to let us know so that we can schedule your performances at times that will allow this and minimise the effect on the rest of the schedule.

## **7. Accommodation**

Accommodation in Cobargo is limited. Billets are possible but we are able to offer complimentary on-site camping with all amenities including powered sites (you have to provide your own camping equipment).

Many performers prefer to camp onsite. Please consider the advantages of onsite camping (savings on travel time and cost, being able to participate in the many festival activities and socialising, etc) and the limited off-site accommodation available when applying.

## 8. Insurance

The Festival's public liability insurance requires that all performers carry their own insurance. If your requested fee is \$300 or less, you can be covered under our Volunteer Insurance Policy, however, it would be in the best interests of all performers to carry their own public liability insurance.

In response to this need, the Folk Alliance Australia has arranged a relatively inexpensive insurance for performers and groups.

<http://www.folkalliance.org.au/insurance-directory/combined-liability-insurance/>

## 9. Performer Passes

- The Festival welcomes performers partners and children (under 18) providing their details are supplied in advance (this will be requested in the second stage of the application process).
- If required, a Festival pass will be provided for a parent or Guardian of a performer between 13 and 17 yrs. If the performance is on one day only, a day pass for that day will be issued (which can be upgraded to a weekend pass by purchasing the balance).
- We do not provide additional tickets for other guests.

Again, we require that the names be supplied in advance.

**We do not issue free festival passes at the Festival gate. If you have not pre-applied for eligible free passes, you will have to pay the Gate Ticket price on arrival.**

## 10. Support Material

If you do not have any sound samples or video clips available to be viewed on the Internet, then please send us a CD (either a commercially available disk or a demo that is representative of the act applying).

### ***Representative Sound Sample:***

- If you are applying as a solo act, a recording of you with a huge backing band would not be representative of your act.
- We would rather hear a poor quality recording of you solo than a slick, commercially produced CD of you with a large number of backing musicians.
- Similarly, if you are proposing to have some accompanying musicians, please endeavour to include them on the recording submitted. A recording from a live performance would be ideal.

### ***Additional Information***

Additional information and photos will be requested from the performers invited to complete the second stage of the application process. The following information applies to that second stage application form:

- In our Stage 2 form we do ask for a high quality photo that can be used for both electronic media and print media.
- It is the print media that requires a photo of high resolution, 300dpi or more. Images in JPEG, TIFF, PDF, or EPS format.
- If photos are colour, please ensure they are in the **CMYK** colour format. If supplying black and white, please ensure they are in grayscale format. Scanned images should not be less than 15cm x 10cm (or 6" x 4").
- Please note that sending additional bio / background information is NOT a substitute for supplying a brief bio on the application form. The latter will be used for the performer information in the program book. So think carefully about the wording of this bio. Many performers have a prepared media document with multiple bio versions; for example a 25 word bio, 50 word bio which can be used for different purposes.
- Unless you specifically request it AND include a postage-paid return address envelope, all support material sent to us will be retained for our files. We often refer to these files when formulating future Festival programs.

## **11. Note Regarding Personnel Changes**

We have had instances in previous years where acts have added increasing number of members to their act after having been selected, which has essentially rendered the act significantly different to the one we originally assessed and selected.

We appreciate that performers may wish to take advantage of certain opportunities that may arise after the initial application to include an additional accompanist for example and we are happy to accommodate this.

However, ***the addition of more than two members to the act will be deemed to be a different act to that which was originally selected and the Festival reserves the right to refuse the additions or nullify the original acceptance.***

Acts are free to swap members (within reason) or invite other performers who are booked to perform at the festival to join them as guest musicians, but going from a solo or duo act to a big band is not on!

## **12. Authority and Obligations**

In an effort to minimise the legal jargon and to make the application process as friendly as possible we have avoided the use of strict "terms and conditions".

However, we will take it as granted that in filling out and submitting the application, the person doing so (and the Contact listed on the application form if a different person) has

the permission to represent the artist/act and all members of the act in all dealings with the Yuin Folk Club / Cobargo Folk Festival.

It is the responsibility of the representative for the artist/act to pass on all the information provided by the festival to all members of the act.

Similarly, it is also the responsibility of the representative of the act to inform the Festival of any changes to the information provided in the application. Such changes may have implications with regard to the outcome of the application. It is also the best way to ensure that problems later on with regard to performers' ticketing, admission, accommodation, and performance scheduling are avoided.

### **13. Rejected Applications**

The Festival receives many times the number of applications than we can book. There are always many disappointed acts. Rejection of an application does not necessarily reflect lack of quality.

Choices in programming are made on a number of different criteria each year and we endeavour to produce a varied program from year to year.

If not successful one year, please consider reapplying for another year.

Unsuccessful applicants are also reminded that the Festival has blackboard-concert type venues and you are welcome to attend and participate in such concerts, sessions, etc.

Our Festival organisers often "talent-scout" such venues for future festivals or folk club concerts throughout the year.

### **14. Contacts**

Performer enquiries:

Dave Crowden (Artistic Director) 02 6492 7318 mob 0404 359631.

Carolyn Griffin (Performer Liaison) 0400 391 324 or 02 6495 9844.

Email: [applications@cobargofolkfestival.com](mailto:applications@cobargofolkfestival.com)

Fax: 02 6493 6758

Postal Address: Yuin Folk Club Inc, PO Box 5126, Cobargo NSW 2550

The Festival Organising Committee hopes that the above information has been helpful in deciding whether or not to apply and of assistance in the completion of the application process if you do decide to go ahead. Good luck with your application!