

BIG FRESNO FAIR

2024

ENTERTAINER HANDBOOK

Community Stages

BIG FRESNO FAIR

Entertainment Department

www.fresnofair.com

ENTERTAINER HANDBOOK

Thank you for your interest in performing at the 2024 Big Fresno Fair. Here at the Fair, we are thrilled to offer an opportunity to feature talent in front of audiences of all sizes. Please remember that these performances are offered to provide exposure and experience rather than for financial gain. The Big Fresno Fair has a very limited entertainment budget and those groups willing to perform for free or at a discounted rate will be considered first.

APPLICATION GENERAL GUIDELINES.....	3
BOOKING INFORMATION.....	4
SELECTION CRITERIA.....	4
MEGAN'S LAW SCREENING CERTIFICATE & LISTING AND CREDENTIAL COUNT.....	5
COMPENSATION, TRAVEL, LODGING AND MEALS.....	5
STAGE AND TIME ALLOCATION POLICIES.....	5
CANCELLATIONS.....	6
PERFORMANCE POLICIES AND EVALUATIONS.....	6
MERCHANDISE SALES AND SOLICITATION POLICIES.....	7
PHOTOGRAPHY AND VIDEOGRAPHY.....	8
PROHIBITED ITEMS AND ACTIVITIES.....	8
ADMISSION AND CREDENTIAL POLICIES.....	9
ADMISSION PASS POLICIES.....	9
PARKING POLICIES.....	10
COMMUNITY STAGES.....	10
FAIR LIABILITIES.....	11

APPLICATION GENERAL GUIDELINES

Submission of an application does not guarantee a booking, nor does it constitute any guaranteed agreement to provide a stage, space, services, or compensation. Each performing group must have a separate application. Multiple groups under one name will not be accepted.

All applications **MUST** be filled out online and must be filled out completely with no missing information in order to be accepted. Application submission deadline is June 30, 2024. Once you submit your online application you will automatically receive confirmation that your application was successfully submitted. Please be sure to print your submission confirmation page which will include your specific application reference number. We will need that number to follow up on your application should there be any questions/issues.

FAXES, WALK-INS, MAILED OR EMAILED APPLICATIONS

WILL NOT BE ACCEPTED

All applicants who submit their application by the June 30th deadline will be notified by email no later than Friday, August 9, 2024, whether you are chosen to perform or not chosen to perform. If you are **NOT** booked, you will be notified by email and placed on our waiting list. If we receive cancellations, we will select from the waiting list. Applications received after the June 30th deadline will automatically be placed on the waiting list. We will pull from the waiting list **AFTER** the applications received prior to the deadline have been processed.

Applications with the most availability have the best opportunity of getting booked to perform. Weekend spots are the hardest to accommodate. Each year we start the screening process over. If you have applied for or performed for the Fair before, you will still be required to fill out an application.

Entertainment applications are only for **COMMUNITY STAGE ENTERTAINMENT**. This includes the following stages:

- **Save Mart Beer and Wine Garden Stage**
- **Pavilion Stage**
- **Craft Brew Court Stage**
- **Yosemite Station Stage**

BOOKING INFORMATION

Once we process your application and you are chosen to perform at the 2024 Big Fresno Fair, we will send out an EMAIL OFFER. Because the Entertainment Department does most of our correspondence by email, be sure to list an email address on your application that you will check regularly. Be sure to also check your spam/junk file for anything from the Big Fresno Fair and add entertainment@fresnofair.com and booking@fresnofair.com emails to your address book. Once you accept an offer you will receive an email with “Next Steps” Information.

NOTE: Deadline dates will be included in your Next Steps email. Please pay attention to those dates. Failure to meet deadlines may result in the forfeiture of performance opportunities.

PLEASE DO NOT CALL THE OFFICE TO CHECK ON YOUR BOOKING STATUS. THANK YOU!

SELECTION CRITERIA

We appreciate everyone who has the desire to play at the fair. We could not have grounds entertainment without our community groups so thank you. Community stages are meant to promote talent in our communities across the state. This fair has extremely limited entertainment budgets so scheduling priority is given to groups that are willing to perform on a beautiful stage with professional lighting and sound, in front of large crowds and on a volunteer basis. After all of the volunteer groups have been booked, we look to the groups that will only play for compensation and make very careful, considerate choices with the few paid spots that are available.

Because of the volume of applications received, not all groups may be accommodated. Each application for performance time during the Fair is given consideration by Management on the following basis:

- Timely receipt of a completed application
- Uniqueness and appeal of performance
- Appropriateness of the performance for our Fair audience
- Overall presentation of promotional material
- For returning applicants, a satisfactory history of evaluation, as conducted by Fair Management

MEGAN'S LAW SCREENING CERTIFICATE & LISTING AND CREDENTIAL COUNT

Once you have accepted your performance time slot and have been sent the Next Steps email, each performing group representative must complete the online Megan's Law Screening Certificate & Listing and Credential Count form. It is the representative's responsibility to verify all performers, and crew/administrators (assistants, directors, and chaperones) 18 years and older have been processed through the Megan's Law Screening and each individual, as certified by the representative, is not a registered sex offender per the Megan's Law Registry. The Next Steps email will have detailed instructions on the screening, certificate and listing process.

The Credential Count portion of the online form confirms the number of adult and youth performers, and the number of adult assistants, directors, and chaperones (crew/administrators), as well as the number of equipment vehicle passes needed.

COMPENSATION, TRAVEL, LODGING AND MEALS

The Big Fresno Fair **does not** provide travel, lodging or meals for community acts booked to perform at the fair. Compensation for the community stages is limited and groups willing to perform for free public exposure are given priority booking.

STAGE AND TIME ALLOCATION POLICIES (sound, music, etc.)

Returning applicants might not get the same stage or time from year to year. We do try to accommodate all requests for dates and times, but please understand it is not always possible. Performers/Directors check in with the Stage Manager at least 60 minutes prior to their

performance time. A professional sound system is provided. If you bring your own music, it must be on Mp3 technology (iPod, mobile phones, iPad, laptop) with the following requirements.

- Be prepared to facilitate your own music.
- Bring ALL appropriate Mp3 technology aux cords, cables, and adapters for your equipment.
- Bring backup equipment in case of failure with the main equipment intended for playing music.
- Battery MUST be fully charged to accommodate the full set.
- Absolutely **NO** CDs or USBs (flash drive, memory stick or thumb drive).

CANCELLATIONS

If you need to **CANCEL** your performance, your **Notice of Cancellation** must be in writing, via email, to entertainment@fresnofair.com, 48 hours prior to the performance date to allow arrangements to be made for replacements. Notification may first be made by telephone call; however, the written cancellation must follow. Performers who fail to appear without adequate advance notification will not be allowed to perform at future Fairs. If you cancel during the run of the Fair, it must be 48 hours before you are scheduled to perform.

Misrepresentation of your group on the application, or in photographs accompanying the application, is grounds for cancellation. The Big Fresno Fair reserves the right to select acts that it deems most appropriate.

PERFORMANCE POLICIES AND EVALUATIONS

The Fair is a family event. The attire and image of all performers, as well as content of performance, must be family friendly. Shirts and shoes must be worn at all times. The Fair Management has the right to monitor sound levels and make adjustments at its sole discretion. To produce a quality, attractive, family-oriented experience for our patrons, and to determine future eligibility to perform, all performances are evaluated during the Fair. It is the

responsibility of the performing group's representative to inform all performers of the impact these evaluations have on future participation at the Fair. These evaluations are based on the following:

- Timely arrival of group.
- Organization of the group.
- Attitude and professionalism of performers, assistants, directors, and chaperones.
- Adherence to performance rules & regulations, along with general Fair rules & regulations.
- Adherence to scheduled time.
- Audience response.
- Overall performance.

Please see section "Prohibited Items and Activities" in the Entertainer Handbook for the complete list of prohibited items and activities.

If we experience inclement weather or in case of an emergency, and it is the Fair's decision to stop a show on any stage, or stages, we cannot guarantee that we will be able to rebook a performance. If you are canceled, and want to be rebooked, please contact the Entertainment Department.

MERCHANDISE SALES AND SOLICITATION POLICIES

Arrangements for the sale of merchandise must be made in advance by contacting the entertainment department at entertainment@fresnofair.com.

You **MUST** have approval in advance from the Entertainment Department for the distribution of advertising, handbills, flyers, tokens, or other material during the Big Fresno Fair. If approval is granted, distribution will be limited to the scheduled performance time at your assigned stage. Tacking or posting of an advertisement, bill, sign, banner, or printed matter is prohibited. No one is allowed to solicit or distribute materials while roving on the fairgrounds.

No "playing for tips" or other tip solicitation is allowed.

Conducting personal business on the Big Fresno Fair property prior to, during or after a performance is prohibited unless authorized by Fair Management. Performers will not offer or give any gift or gratuity to any employee or officer of the Big Fresno Fair. Employees and officers are not permitted to accept gifts or gratuities.

PHOTOGRAPHY AND VIDEOGRAPHY

Performers may bring photographers and/or videographers, but they need to be cleared by the Entertainment Department and notified of the Big Fresno Fair rules and regulations. Photographers and videographers with professional equipment or tripods will be treated as part of the performer's group crew; if information is not provided beforehand, access will not be guaranteed. All photographers and/or videographers MUST be included in the online Megan's Law Screening Certificate & Listing and Credential Count form . They will also need to be in full compliance with the Stage Manager for that day.

PROHIBITED ITEMS AND ACTIVITIES

Visit <https://www.fresnofair.com/p/plan/fair-policies> for a complete list of prohibited items and activities.

- Offensive or inappropriate language.
- Depictions of pornographic, lewd or obscene images.
- Any material that promotes or depicts sexual, racial, or religious harassment or discrimination.
- Pyrotechnics or weapons of any kind, including martial arts weapons. (Please call the Entertainment Department for details regarding pyrotechnics equipment or weapons if any are considered part of your performance).
- Items are **NOT** to be thrown from the stage into the audience.

NOTE: Fair Management reserves the right to approve, in its sole and exclusive discretion, all merchandise, displays, materials and images. Management reserves the right to determine whether an item is considered offensive or in poor taste, and to prohibit the free distribution/sale/display of such an item.

ADMISSION AND CREDENTIAL POLICIES

ADMISSION PASS POLICIES

Each performance group will be allotted one (1) credential pass (aka admission pass) for each performer per performance day. Additionally, credentials for crew and administrators (including assistants, directors, and chaperones) will be allocated based on the size of the group as indicated by the information on the online Megan's Law Screening Certificate & Listing and Credential Count form. All performers, and crew/administrators will need an admission pass to enter the fairgrounds. Admission credentials will not be issued to relatives, friends, neighbors, guests, fans, etc. of the performers.

- 1 – 5 performers: 3 crew/administrator passes maximum
- 6 – 10 performers: 6 crew/administrator passes maximum
- 11 – 30 performers: 9 crew/administrator passes maximum
- 31 – 50 performers: 12 crew/administrator passes maximum
- 51+ performers: at the discretion of the Entertainment Department

For those performing groups with several small children performers, 17 years of age and younger, extra crew/administrator (chaperone) passes may be available but will be issued at the discretion of the Entertainment Department. Standard guideline for chaperone passes is one (1) chaperone pass per every five (5) youth/child performers (17 years of age and younger). Youth/child performers **DO NOT** automatically get accompanying chaperone passes.

Misuse of the credentials will result in the performance to be canceled and will affect any future participation in the Big Fresno Fair.

PARKING POLICIES

An appropriate number of parking passes will be determined by the Entertainment Department. The general rule is 70% parking passes in relation to the number of performers. Because of limited parking spots for entertainers, carpooling, mass transportation, and rideshare options are strongly recommended. Performers who abuse their Parking Passes by using these for purposes other than their performance **WILL NOT** be allowed to perform in the future. **Parking Passes must be left on the dashboard and may not be reused or replicated for re-entry.**

COMMUNITY STAGES

The Big Fresno Fair will provide the following: *for the Save Mart Beer & Wine Garden Stage, Pavilion Stage, Craft Brew Stage, and Yosemite Station Stage.*

- Electrical Outlets
- Professional sound tech and lights
- Microphones
- Mic Stands
- Monitors
- Tables - *only available at the Save Mart Beer & Wine Garden, Pavilion, and Craft Brew Stages.*
- Chairs - *only available at the Save Mart Beer & Wine Garden, Pavilion, and Craft Brew Stages.*

Performers will need to bring the following:

- Instruments/Backline
- All Props
- Costumes
- Dance groups and vocalists singing to tracks must bring all music on Mp3 technology (iPod, mobile phones, iPad, laptop).
- ALL appropriate Mp3 technology aux cords, cables, and adapters for equipment.

- Absolutely **NO** CDs or USBs (flash drive, memory stick or thumb drive).

**THE BIG FRESNO FAIR DOES NOT PROVIDE A BACKLINE.
YOU MUST BRING YOUR OWN INSTRUMENTS.**

FAIR LIABILITIES

The Big Fresno Fair is not responsible for fire, theft, damage to, or loss of vehicles, or articles left therein, on the premises. Persons parking in non-designated areas do so at their own risk and are subject to towing and storage fees. The Big Fresno Fair Management reserves the final and absolute right to interpret rules and regulations and to arbitrarily settle and determine all matters, questions or differences in regard thereto, or otherwise arising out of, connected with, or incident to the Big Fresno Fair. It further reserves the right to determine unforeseen matters not covered by these rules, to amend or add to these rules as in its judgment it may determine necessary.