



Manchester Arts

# ARTSFEST

Saturday, Sept. 28th  
11 am - 5:00 pm  
Schroeder Park

CALL FOR  
PERFORMANCE  
ARTISTS





# PERFORMANCE SUBMISSION GUIDELINES

## ROLLING DEADLINE - LIMITED SPACE

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### DESCRIPTION

Manchester ArtsFest is an outdoor arts festival, presented by Manchester Arts. Admission will be free and festival hours are from 11 am to 5 pm on Saturday, September 28th, 2019, in Manchester's beautiful Paul A. Schroeder Park, 359 Old Meramec Station Road, Manchester, MO 63021

In addition to artists' exhibits, Artsfest features interactive art installations, vocal and instrumental musicians, poets, storytellers, and other local performance artists. It will feature a variety of food and drink options provided by local vendors.

### HONORARIUMS

#### Musical Performers:

There are 20 minute blocks for musical performances.

Single performers will be awarded \$50 per block

Groups containing 2+ performers will be awarded \$75 per block

#### Literary Performers:

There are 10 to 15 minute blocks for literary performances.

Each performance artist is awarded a \$25 honorarium per block.

### REQUIREMENTS & GENERAL INFO

- Open to all artists 16 years or older
- Due to the proximity between the musical performance pavillion and the art booths, priority will be granted to acoustic musical performers or those with minimal equipment.
- Artists will be scheduled based on committee selections, unless otherwise requested.
- Performers are required to arrive and check-in thirty minutes before scheduled performance
- A PA system will be provided for use at each performance site. Only voice and acoustic guitars may be run through the provided system. All other equipment will require a separate amplifier.
- Honorariums are mailed to performers after the event and are mailed to the address on the application.
- Upon acceptance, artists will be notified of designated performance times and given additional informational packet.
- If necessary, we require cancellation notification be made at least two weeks prior to ArtsFest.

### TIMELINE

**Entry Deadline: Rolling**

**Accept or Decline Notifications: FRolling**

**Artsfest Timeline on Saturday, Sept. 30th:**

Setup Begins: 9 am

Festival Opens: 11 am

Close: 5 pm

### SUBMISSION

**Musical Performers** - must submit samples for consideration. This can be links to recorded material, emailed MP3s (under 10 total MBs), or by mailing/delivering CDs to the Park Office.

**Literary Performers** - please fill out a description of your planned reading (poetry, storytelling, etc.) and we encourage applicants to include sample works or recorded performances.

Submit via email: [rpate@manchestermo.gov](mailto:rpate@manchestermo.gov)

Submit in person: Manchester Parks, Recreation, & Arts Dept. - 359 Old Meramec Station Rd. Manchester, MO 63021

### QUESTIONS

Contact Manchester Arts with any questions by emailing [rpate@manchestermo.gov](mailto:rpate@manchestermo.gov) or calling 636-391-6326 ext. 404

# ARTSFEST PERFORMANCE ARTIST ENTRY FORM

## ROLLING DEADLINE - LIMITED SPACE



Please read the **Submission Guidelines** before filling out this Entry Form. Questions? Please Contact – Rebecca Pate at [rpate@manchestermo.gov](mailto:rpate@manchestermo.gov) or 636-391-6326 ext. 402

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Website (if applicable) \_\_\_\_\_

Special Requests \_\_\_\_\_

### Literary Performance

Presentation Length \_\_\_\_\_

Experience Level \_\_\_\_\_

\_\_\_\_\_

Description of Material/Performance:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Musical Performance

Vocal \_\_\_ Instrumental \_\_\_ Combo \_\_\_

Type of Music \_\_\_\_\_

\_\_\_\_\_

Type of Equipment \_\_\_\_\_

\_\_\_\_\_

No. of Performers \_\_\_\_\_

Experience Level \_\_\_\_\_

**Submit completed application and performance samples either digitally, by mail, or in-person.**

Via email : [arts@manchestermo.gov](mailto:arts@manchestermo.gov)

Via mail or in person: Manchester Parks, Recreation, & Arts Dept.

359 Old Meramec Station Rd. Manchester, MO 63021

### AGREEMENT WAIVER

By participating in Manchester ArtsFest, the entrant agrees:

A. To be bound by the rules of this event

B. The decisions of the event sponsors are final and binding

C. To allow Manchester Arts permission to use images of your work for various promotional purposes

By participating, the entrant hereby releases and discharges the City of Manchester, its officers, employees, and volunteers from any and all liability and injuries sustained or loss incurred by virtue of participation in any of the identified programs and agrees to hold each of them harmless with respect thereto.

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_