



**2019 CALIFORNIA STATE FAIR  
COMMUNITY STAGE  
ENTERTAINER HANDBOOK**

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<http://www.castatefair.org/entertainment>**

# ENTERTAINER HANDBOOK

Thank you for your interest in performing at the 2019 California State 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 California State Fair has a very limited entertainment budget and those groups willing to perform for free or at a discounted rate will be considered first. We have listed below a few entertainer rules and regulations for performing at the Fair.

## 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. Applications are due April 15, 2019. Once you submit your online application you will automatically receive confirmation that your application was successfully submitted.

## NO FAXES, WALK-INS, MAILED OR EMAILED APPLICATIONS WILL BE ACCEPTED

All applicants who submit their application by the April 15<sup>th</sup> deadline will be notified by email no later than May 15 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. After the deadline has passed, you are still able to send in an application. However, the applications received after the April 15 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 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:

- Promenade Stage
- Farm to Glass Performance Area (small acoustic acts only)
- Center Stage (There are a limited number of performance spots available on this stage. No bands will be booked on this stage.)

## BOOKING INFORMATION

Once we process your application and you are chosen to perform at the 2019 California State Fair, we will send out an OFFER EMAIL. Because the Entertainment Department does most of our corresponding by email when you fill out your application, be sure to list an email address that you will check regularly. Be sure to also check your spam/junk file for anything from the California State Fair and add the [Entertainment@calexpo.com](mailto:Entertainment@calexpo.com) email to your address book. Once you accept an offer you will receive an email with "Next Steps" Information. PLEASE NOTE: There are deadline dates included in your Next Steps document. Please pay attention to the deadline dates. Scheduling decisions will be made no later than May 15, 2019. **PLEASE DO NOT CALL THE OFFICE TO CHECK ON YOUR BOOKING STATUS. THANK YOU!**

## SELECTION CRITERIA

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 application and promotional material
- For returning applicants, a satisfactory history of evaluation, as conducted by Fair Management

## CANCELLATIONS

If you need to **CANCEL** your performance, your Notice of Cancellation must be in writing 48 hours prior to performance date to allow arrangements to be made for replacements. Notification may be made by telephone call or email to [entertainment@calexpo.com](mailto:entertainment@calexpo.com).

Performers who fail to appear without adequate advance notification will not be allowed to perform at future Fairs. If you cancel during 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 California State Fair reserves the right to select acts that it deems most appropriate.

## STAGE AND TIME ALLOCATION POLICY

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.

Directors/performers check in with the Stage Manager at least 60 minutes prior to your performance time. All songs must be on Mp3 technology (iPod, Cell phones, etc.) with the following requirements.

- Be prepared to facilitate your own music
- Appropriate USB cord
- Backup copy
- Battery fully charged to accommodate full set

## PERFORMANCE POLICIES AND EVALUATIONS

The Fair is a family event. 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. In an attempt to produce a quality, attractive, family-oriented experience for our patrons, and to determine future eligibility to perform, all performances are evaluated during the course of the Fair. It is the performance group director's responsibility to inform all performers of the impact these evaluations have on future participation at the Fairgrounds. Please see the Fair website for the complete list of prohibited items and activities.

These evaluations are based on the following:

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

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 cancelled, and want to be re-booked, please contact the Entertainment Department.

### PROHIBITED ITEMS AND ACTIVITIES

(See website [www.castatefair.org](http://www.castatefair.org) for complete list)

- 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

**Please 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.

### SOLICITATION POLICIES

You **MUST** have approval in advance from the Entertainment Department for the distribution of advertising, handbills, flyers, tokens or other material during the California State 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 grounds. No "playing for tips" or other tip solicitation is allowed.

Conducting personal business on Cal Expo 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 Cal Expo. Employees and officers are not permitted to accept gifts or gratuities.

### ADMISSION AND CREDENTIAL POLICIES

#### PERFORMER CREDENTIAL POLICIES

Credentials are given out to admit performers into the Fair who will be:

1. Appearing on stage
2. Directors and assistants helping on stage/back stage

These credentials are not free tickets to the Fair and may not be passed on to neighbors and friends. Admission tickets *will not* be issued to relatives, friends, guests or fans of the performers. Performer discount tickets are available for purchase.

**Misuse of the credentials** will cause the performance to be cancelled and will affect any future participation with the California State Fair. **Unused admission and parking passes must be turned in to the Stage Manager prior to or on the day of your performance.**

#### PERFORMER PARENT CHAPERONE CREDENTIAL POLICIES

Performers 17 years of age and younger will receive admission credentials for one parent or adult.

#### PERFORMER DISCOUNT ADMISSION TICKETS

For those who would like to purchase tickets for family and friends, discounted admission tickets are available. Please contact the Entertainment Department for more details and information on how to go about purchasing these admission tickets.

## **PARKING POLICIES**

Appropriate number of parking passes will be determined by California State Fair staff. 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 ride share options are strongly recommended. Acts that abuse their Parking Passes by using these for purposes other than your 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

## PROMENADE STAGE



**PERFORMANCE AREA DIMENSIONS: 24'X36'**

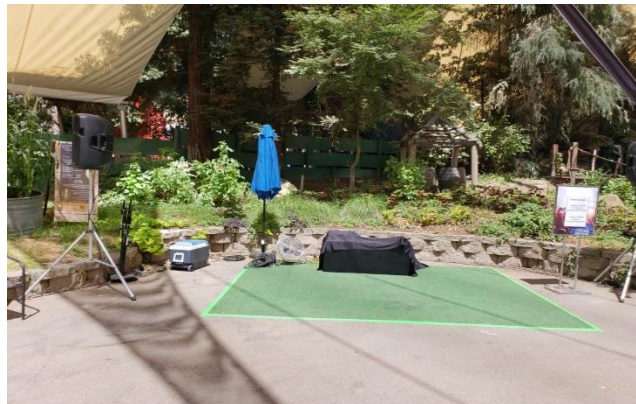
## CENTER STAGE



**PERFORMANCE AREA DIMENSIONS: 24'X36'**

*Limited number of performance spots available on this stage.  
No bands will be booked on this stage.*

## FARM TO GLASS



**PERFORMANCE AREA DIMENSIONS: 8'x8' approximately**

*Small acoustic acts only.  
State Fair will provide portable PA on request only.*

**The California State Fair will provide the following:** For the Promenade and Center Stages ONLY

- Electrical Outlets
- Professional sound tech and lights
- Microphones
- Mic Stands
- Monitors
- Tables
- Chairs
- Dressing Rooms

**Performers Will Need to Bring:**

- Instruments/Backline
- All Props
- Costumes
- Dance groups and vocalist singing to track must bring all music on MP3 technology, i.e. iPod, iPad, mobile phone. If your music is on a thumb drive you will need to bring your own laptop.
- MP3 Aux Cables

#### **DRESSING ROOMS**

Dressing room space is scarce and could possibly be shared. Each group will be assigned a dressing room or rooms at the discretion of the Stage Manager. If you have a large number of performers, we advise that you have a dressing schedule when you arrive. Only performers and crew/administrators will be allowed to access this area. The entertainment crew will assist in securing dressing room space, but please be aware that no one performer or group will be allowed to take over all of the dressing room space. We ask that you vacate the dressing room area as soon as the performance has been completed. When vacating the dressing area, remove all trash and leave the dressing room as tidy as possible.

#### **FAIR LIABILITIES**

The California State Fair and Exposition 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 California State 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 California State 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.