

FOR PERFORMERS on Castle Green and in other outside areas. You do not have an assigned technician. If there are any technical challenges to overcome, please refer the matter to Peter Burford the FringeFest tech director. He should be your first point of contact for all technical matters.



1. The Alt Space Coordinators (Jess, Elliott) will go through health and safety policy with you at your 'meet and greet' or tech rehearsal and will talk you through the health and safety policy and any fire safety guidelines that you need to be aware of in your location. You will be required to provide a Risk Assessment.
2. As performers working outside in public spaces you must be aware of taking care of the town and its inhabitants. Please do not leave any rubbish, mess or marks. Please do not use any strong language or make derogatory/inflammatory remarks. Be thoughtful to others and remember that you are in a public space.
3. You will have one steward who will meet you at your performance site (or the 'meeting point' as agreed in prior communications). Please discuss with your steward how you want to start /end your show. It's a good idea to tell the audience at some point (beginning or end of the show - up to you!) who the steward is and that they will be holding the donations bucket at the end of the show!!! The steward will also be in charge of making sure that the bucket goes to Fringe HQ (at St Annes Community Arts Centre) to be counted. Companies will be paid shortly after the festival. This is not only so that TheatreFest have a record of takings but also because audience can donate Frequent Fringer Vouchers which can only be exchanged for money after the numbers have been tallied, post festival.
4. In the unlikely event that someone tries to force the collection bucket from the festival's possession, the festival urges you not to put yourself in harm's way. Let the bucket go. Our volunteers have been instructed on how to respond in this situation.
5. Your show will start at the time advertised. It is also vitally important that you stick to the advertised length of show that you submitted. We have agreed these running times with the town council, and we must stick to them. The schedule is very tight – if you start late or early or overrun then you may find your performance being disturbed by another performance.
6. ALL fringe staff are volunteers –so please be kind to them! They are also an excellent way to publicise your show– they are mostly local and have friends. Cultivate them!
7. Social evenings: - On **Thursday 27th** Fringe Natter & Meet up at **Junction 27 (Venue 5)** after the shows come down - anyone with a fringe badge of either colour most welcome but must be 18 years old or older! **On Friday 28th** From 10.45pm - midnight there'll be a fringe cabaret in The Golden Lion Tap performance space (venue 8) – entrance free! Just show your blue performer badge. **On Saturday 29th** From 10.30pm - midnight there'll be a fringe cabaret in Junction 27 (venue 5) – entrance free! Just show your blue performer badge.
8. This is the 6th time we've used the streets/open public spaces as venues and the Town Council have gone out of their way to make this happen for us. We are extremely grateful for all their goodwill. We ask you to respect this – we don't want to queer our pitch – we have high hopes for building more links with the businesses and people in the town in the future!

9. Please note that Fringe HQ is at St Annes Community Centre downstairs: the finance area will be screened off and this area should not be accessed by the companies: the finance officers need to be able to work uninterrupted

10. Safeguarding concerns. If you have any safeguarding concerns during the Fringe these should be made known as soon as possible to the Fringe organisers who will contact the Fringe Safeguarding officer who in turn will contact, you directly to advise and support on procedures for reporting the concern immediately.