

2018 PERFORMANCE GUIDELINES



Thank you for your interest in participating in the 12th Annual Concord Multicultural Festival! With your participation, we are able to create an engaging event that brings people together to celebrate the diverse heritages that make the Greater Concord com

*Help us spread the word - and our mission!
Follow us on Facebook, Twitter + Instagram
Post, share, retweet and use the hashtag:*

#Diversityinthe603

Each year, the Concord Multicultural features a full lineup of performances, food vendors, craft vendors, artists and activities that represent more than 30 cultures from around the world, presented by folks who live and work locally. Be sure to check out our [website](#) and [Facebook page](#) and [sign up for our e-newsletter](#) to stay up to date on all the happenings!

Event Location, Date + Time:

LOCATION: NH State House Lawn, Plaza and Capitol Street, which is adjacent to the lawn/plaza.

DATE: Sunday, September 23, 2018

TIME: 11:00 am - 4:00 pm

A little overview of the landscape:

PERFORMANCES:State House Plaza

ACTIVITIES:State House Lawn

NON-SELLING VENDORS/EXHIBITS:State House Lawn

FOOD + CRAFT VENDORS:Capitol Street

WELCOME TENT:State House lawn near Capitol Street

CONTACTS

FESTIVAL DIRECTOR: Jessica Livingston, jessica@jlivinspirations.com

ASSISTANT COORDINATOR: Sindy Chown, Sindyr3232@gmail.com

By submitting your Performance Agreement, you are agreeing to these guidelines.

FEE/PAYMENT: It is important to us to compensate performers and artists for their time and talent - Please let us know what your fee is. You will receive a check on the day of the event following your performance.

INFORMATION

- STAGE: 20’ x 16’ covered stage. If your performance requires more space, there is plenty of space on the plaza in front of the stage (concrete).
- DRESSING AREA: Small dressing area behind the stage constructed with pipe and drape.
- SOUND: Professional DJ and sound equipment provided by The Room Records.
- SCHEDULE: Performances should be 15-20 minutes in length. The performance schedule will be finalized 2 weeks prior to the event. If you have a preferred time to perform, please let us know. We make every effort possible to follow a schedule, but there may be some minor fluxes in time, so we ask for your flexibility and patience.
- PHOTOS: In an effort to increase attendee experience, engagement and publicity, we will have a backdrop next to the stage and are asking that performers take about 5-10 minutes after performance to take photos with attendees.

- ARRIVAL: Please plan to arrive at least 30 minutes prior to your scheduled performance time. **If you require more time to setup, please let us know as soon as possible.**
- UNLOADING: Please arrive via Park Street from Main Street to unload. You may be required to move your vehicle once unloaded. We will confirm when it gets closer.
- CHECK IN: When you arrive, please check in at the table near the stage.
- SET-UP: Set-up is the sole responsibility of the performer(s), please plan accordingly. If you do require assistance with set-up, please let us know in advance.
- WEATHER: This is an outdoor event and is rain or shine, please plan accordingly.
- SAFETY: Vehicles are not permitted in Festival area until the audience has cleared and the Festival Director has deemed it safe.

*More detailed information will be provided closer to the event.

GUIDELINES

- This is a family event. Performances should be respectful of all cultures and people. The Festival Committee reserves the right to restrict performances which, because of noise, actions, methods of operation, materials or for any reason, are offensive or become objectionable, and to prohibit or stop performance or activity which, in the opinion of the Festival Committee, detract from the general character of the Festival. This includes anything political that is directly related to a specific candidate or party.
- No alcohol, fireworks, silly string, snap pops or stink bombs.
- No banners, signs or placards shall be attached or affixed to any facility, statue or fixture on the grounds. No staking in lawn. Individuals will be held responsible for any damage caused to State or City property during Festival.
- Due to the outdoor nature and size of the Concord Multicultural Festival, we are not able to be responsible for your equipment, materials, belongings, etc. The Festival assumes no liability for vendors' property at any time before, during or after the event.
- Performers are responsible for their own general liability and product liability insurance(optional).
- Locations, procedures, guidelines, and fees are not guaranteed for future festivals.