



SAMPLE APPLICATION | 2023 BORDERLIGHT FESTIVAL FRINGE

DEADLINE TO APPLY: FEBRUARY 28, 2023

THE BORDERLIGHT FESTIVAL FRINGE APPLICATION IS THROUGH
[ONLINE FORM](#) ONLY.

Online form submissions must be completed all at once—submissions cannot be saved mid-process. There are a lot of questions – so we’ve built this form to help you prepare.

This **SAMPLE APPLICATION** is to be used as a guide for filling out the online form. Use this document to draft and save your answers before copying and pasting them over.

Please review the “**READ ME FIRST - 2023 BORDERLIGHT FRINGE APPLICATION GUIDELINES**” document before starting the online application.

Submit your \$25 [APPLICATION FEE HERE](#). Attach stripe payment receipt to application to complete.

How to Apply:

Visit <https://www.borderlightcle.org/2023-festival/> to access the application documents, frequently asked questions page, and online application link.

1. READ ME FIRST: “2023 BorderLight Festival Application Guidelines”
 2. PREP + SAVE answers in “SAMPLE APPLICATION” below.
 3. Pay your \$25 application fee and attach proof of payment to the application.
 4. SUBMIT [ONLINE APPLICATION](#).
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APPLICANT INFORMATION ***

Attach stripe payment receipt*

To be filled out by the show's primary contact.

() indicates a required field*

Title of Show *

Producing Company / Lead Artist Name *

Primary Contact (First Name) *

Primary Contact (Last Name) *

Pronouns

Company / Artist Website (if available)

Social Media Handle & Site(s)

Primary Contact (Email) *

Primary Contact (Cell Phone) *

Primary Contact (Mailing Address) *

City *

State *

ZIP/Postal Code *

Country *

Residency status *

The Producing Company/Artist is responsible for arranging all necessary visas and work permits.

- US citizen or green card holder
- Not a US citizen, nor a permanent resident

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SHOW INFORMATION ***

NOTE: Artists are welcome to apply with more than one show, but a separate proposal must be completed for each. Only (1) show per Company/Lead Artist will be accepted into the Festival.

Run Time (in minutes) *

Recommended length for ticketed shows is 45-60 min. We are open to suggestions for workshop/masterclass length. Short form work, “pop-up” performances, site-specific, and durational shows are also welcome!

Genre/Category *

Select all that apply

- BIPOC
- Burlesque
- Cabaret
- Children/Youth Theatre
- Circus
- Dance
- Immersive / Interactive
- Improvisation
- LGBTQ+
- Multimedia
- Musical / Opera
- Performance Art
- Physical Theatre
- Play (Scripted, not a staged reading)
- Play (Scripted, staged reading)
- Puppetry
- Site-specific
- Spoken-word
- Storytelling Performance
- Stand-up Comedy
- Visual Installation
- Workshop/Masterclass
- Other

If other, please list any missing descriptive categories for your work.

Site-specific Adaptation

Are you willing to adapt your performance to a site-specific location? For example, an alley, a hotel room, a park, or a public street.

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Location preference

BorderLight Festival 2023 is an in-person festival. There are no virtual options available.

Select one

outdoor performance

indoor performance

site-specific performance

In what language(s) is the show performed? *

What is the recommended age guidance for the show? *

Select all that apply.

- Good for kids (14 and under)
- Ages 14+
- Ages 18+ / Adults only

Is your show Free or Ticketed? *

Is your show free or do you plan to sell tickets via the BorderLight box office? Street art, pop-up performances, and other similar projects are not ticketed. Select one.

- Ticketed (Will use Box Office)
- Free Show / Pass-the-Hat

Major Project Themes

Tell us more about your work's topics or themes.

Twitter-sized description (280 characters or less) *

Share the essence of your show in bite-sized 280 characters or less!

Detailed description (1000 characters max) *

Tell us more about your work. Please provide plot summary or equivalent. What can audiences expect to experience? If site-specific, clarify location and use of space in description.

Is this piece an original work? *

- YES
- NO

Do you have all the necessary rights to produce this show at the 2023 BorderLight Festival? *

- YES
- NO

How many times per day could you comfortably perform your show?*

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Production History, if applicable

If this show has been produced elsewhere, please list production history (date, venue, producing theatre, city, etc.)

Awards + Achievements

Has your project received any nominations, awards or special recognition? Tell us about it!

Total Number of Crew (on site during the festival)*

Total Number of Performers (on site during the festival)*

Financial Aid / Housing

BorderLight has **limited financial aid available** to help performers for whom participation would be extremely challenging or not possible without such support. We rely on the honesty and integrity of our artists in distributing these limited resources.

Please consider the barriers to participation that others may face when answering the following questions:

Housing: For Out-of-Area artists

BorderLight cannot guarantee free housing for out-of-area fringe artists. but limited travel assistance may be available. *Please submit your housing requests below.*

- *No, I do not require housing*
- *Housing would be great, but is not required*
- *Yes, housing is required for me to participate*

If discounted or BorderLight-subsidized artist housing becomes available, how many members (if any) will require housing?

Will participation in the Festival be impossible or nearly impossible without financial aid?

Yes

No

I will need (check all that apply) to participate in the Festival:

- Production Fee Waived
- Housing Provided

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- Travel Stipend

Please attach a brief statement that describes your circumstances and need for support.

BASIC TECHNICAL INFORMATION ***

Reminder: Stages will be set up indoors and outdoors, but have very limited tech (basic sound and lights). Technical requirements play a major role in the selection process and calculating production fee—please be specific with the scope of your production tech. If site-specific, please provide as many technical details as possible.

Please provide a rider, a detailed description of technical needs, as a PDF form below. Artists/companies MUST bring their own stage manager, board operator, crew, etc. to run their show. BorderLight will assist non-local companies in sourcing a local board operator if needed.

Attachment: Tech Rider (.pdf)

Min. Desired Performance Space *

Please provide: length x width x height (in feet)

Max. Desired Performance Space *

Please provide: length x width x height (in feet)

Other Space Requests

Anything else we need to know? Storage needs, etc.? Note: there is limited to no storage in most facilities:

Desired Audience Configuration

Check any that could apply for your show.

- In the round (all sides)
- Thrust (three sides)
- End on (one side)
- Other

If other, please describe.

Preferred Venue Size (if applicable)

Venues and performance spaces are unique and can be indoors or outdoors, according to your needs. Please select your desired venue size below. Select all that apply.

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- Intimate (<20)
- Small (20-40)
- Medium (40-99)
- Large (100+)

Board Operator: Please note, if your show contains cues, you must provide your own board operator. In efforts to subsidize traveling costs for non-local artists, BorderLight will assist non-local companies in sourcing a local board operator, if needed.*

- I will provide my own Board Operator
- My show does not require a Board Operator
- I am non-local and I will need a board operator provided

Tech Load In: What are you bringing WITH you? *

Select all that apply

- Large Props / Set - provide detailed description
- Lighting Equipment - provide detailed description
- Sound Equipment - provide detailed description
- Liquids or Hazardous Materials - provide detailed description
- Other – please specify
- None of the above

Please provide additional detail on all items checked above.

Tech Request: What do you need the FESTIVAL to provide for your show to be successful? *

Select all that apply

- Outdoor Venue Required (no covered stage)
- Outdoor Venue Required (covered stage)
- Dressing Room - indicate number of artists
- Lighting System - provide summary of lighting needs
- Sound System - provide summary of sound needs including number of microphones and/or inputs needed
- Special Flooring - provide additional details
- Other – please describe

Please provide additional detail on any item checked above.

Special Items *

Does your production contain any of the following? (Check all that apply)

- Liquids
- Fire

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- Firearms / Weaponry
- Glass objects
- No, my production does not contain any special items.
- Other – please describe

Please provide detail on any items checked above.

Fringe festival venues may be shared by multiple productions. Can your show be loaded in/out in 15 minutes? *

Select one

- YES
- NO

If no, how much time do you need to load in/load out?

COVID Safety Plan *

We continue to encourage all fringe artists to be fully vaccinated in compliance with CDC recommendations. BorderLight will respond to COVID protocols as they evolve. *As the festival approaches, BorderLight will provide all registered artists with an up-to-date COVID safety plan and event participation guidelines developed under the supervision of public health advisors. Company/Lead Artist may be asked to update the BorderLight team on their contingency plan in case a company member becomes ill.*

Will you require your audience to be masked for your performance?

Yes

No

SUPPORT MATERIALS (Recommended) ***

Attach files where requested

Bio(s) of Lead Artist(s) – Attach file

Production Photos (up to 5) – Attach files

Script (if applicable) – If your scripted work is in-development, consider providing a sample excerpt or concept brief.

Video: Trailer or Reel (if available) – Please provide a valid URL (YouTube, Vimeo, etc.)

Video: Full Show (if available) – Please provide a valid URL (YouTube, Vimeo, etc.)
If password protected, include here:

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Other Link 1 – Any additional material (press, reviews, show website, photo gallery, etc.)

Other Link 2 – Any additional material (press, reviews, show website, photo gallery, etc.)

Other Attachment(s) – Anything else you'd like to share: Reviews, flyers, promotional packet, digital postcards of past work, etc.

Anything else we should know?

How did you learn about BorderLight? *