# 2027 Community Entertainment Handbook

Thank you for your interest in performing at the 2027 OC Fair. Please read through this handbook in its entirety before applying for Community Entertainment.

ALL COMMUNITY ENTERTAINMENT IS UNPAID AND FOR EXPOSURE ONLY
Do not apply if you are seeking compensation.

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## Application General Guidelines

Application submission does not guarantee a booking, nor does it constitute any guaranteed agreement to provide a stage, space, services or compensation. Each performance group must submit a separate application. Multiple groups under one name will NOT be accepted.

NOTE: We are no longer accepting applications from outside band promoters or agencies. ALL applications need to be submitted by the performers themselves or by one representative affiliated with the band or dance group.

All applications MUST be filled out online. We do not accept faxes, walk-ins, mailed or emailed applications. Community Entertainment applications open Monday, Jan. 11, and close Friday, Feb. 26, at 5 p.m. PST. The application is available on the OC Fair website: Be Part of the Fair - OC Fair & Event Center - Costa Mesa, CA. Applicants will receive an automatic email confirmation upon successful submission.

Applicants who submit by the Feb. 26 deadline will be notified by email no later than the second week of May. Performance times are assigned on a first-come, first-served basis. Applicants who submit early and have the most availability have the best chance of securing a performance slot. Weekend performance spots are the hardest to accommodate.

Applicants who are NOT selected will be notified by email and placed on the waitlist. Applications received after Feb. 26 will automatically be placed on the waitlist. If cancellations occur, the Entertainment Department will pull from the waitlist after processing all applications submitted before the deadline.

Applicants who have applied or performed for the OC Fair in the past are still required to submit an application and are not guaranteed a time slot.

Community Entertainment applications are for the following stages only:

- Plaza Stage
- The Hangar Stage

Performers DO NOT choose their stage. Stages are assigned by the Entertainment Department based on several factors.

When completing your application, please be as accurate as possible about the number of performers in your group, style of music and availability. This information is essential to ensure you are assigned to the stage best suited to your performance style. **All performance times are a minimum of 25 minutes and a maximum of 40 minutes.**

# Booking Information

Once the Entertainment Department processes your application and you are selected to perform at the 2027 OC Fair, you will be sent a "GREETINGS FROM THE OC FAIR" email that will outline the date and time you have been assigned.

All communication from the Entertainment Department will be sent by email. Please include an email address on your application that is checked regularly. Please whitelist emails from community-entertainment@ocfair.com and routinely check your spam/junk mail.

If there are changes to your email address or availability after application submission, but within the application submission window, please email community-entertainment@ocfair.com with the updated information.

Once you accept your performance offer, you will receive an email detailing crucial next steps. Failure to meet any deadline in the next steps email will result in the cancellation of your performance

**Note:** Deadline dates are included in the next steps document. Submit all requested information by the assigned deadlines. Your performance will be canceled if information is not submitted by each deadline.

PLEASE DO NOT CALL THE OFFICE, SEND AN EMAIL OR REACH OUT ON SOCIAL MEDIA TO CHECK YOUR BOOKING STATUS. YOU WILL BE NOTIFIED BY EMAIL NO LATER THAN THE SECOND WEEK OF MAY.

# Megan's Law

Once you have accepted your time slot and submitted the next steps information, each group representative must complete a *Megan's Law* form. It is the representative's responsibility to verify that all performance group and crew members 14 and older have been processed through the *Megan's Law* screening and that each individual, as certified by the representative, is not a registered sex offender per the registry. Click the link below for additional information about *Megan's Law:* meganslaw.ca.gov/AboutMegansLaw/SummaryOfMegansLaw.

# Selection Criteria

We appreciate everyone's desire to perform at the OC Fair - we would not have a Community Entertainment program without you! Community stages are designed to promote talent from communities across Southern California. The OC Fair has extremely limited entertainment budgets, so scheduling priority is given to groups willing to perform on a stage with professional lighting and sound, to large crowds and on a volunteer basis.

Due to the high volume of applications, not all groups can be accommodated. Requests for each performance time during the OC Fair is considered using the following criteria:

- Application submission date
- Open availability
- Appropriateness for the OC Fair audience
- For returning applicants, a satisfactory evaluation history as conducted by the stage manager from the prior year and the Entertainment Coordinator.

# Compensation, Travel, Ride Passes and Meals

The OC Fair Entertainment Department DOES NOT provide compensation, travel, ride or meal or drink passes to community acts booked to perform at the OC Fair. Community Entertainment is for exposure only.

# Stage and Time Allocation Policies

Returning applicants may not receive the same stage or performance time from year to year. We strive to accommodate all date and time requests; however, this may not always be possible.

All prerecorded songs and backing tracks must be provided in MP3 format (iPod, smartphone, laptop, etc.) and meet the following requirements:

- A music facilitator, if performing to a track
- An appropriate USB cord
- A backup copy
- A fully charged battery sufficient to accommodate the full set

# Cancellations

To cancel your performance, a **notice of cancellation** must be emailed to community-entertainment@ocfair.com at least 48 hours prior to the performance date to allow for replacement arrangements. Performers who fail to appear without adequate advance notice may be barred from performing in the future.

# Performance Policies and Evaluations

OC Fair is a family event. The attire, image and performance content of all performers must be respectful of accepted community standards. Performances deemed offensive, or performers demonstrating disrespectful conduct toward OC Fair staff and guests, will result in immediate cancellation of the performance.

OC Fair staff has the right and sole discretion to monitor and manage sound levels. Performance policy violations will be considered when determining future participation at the OC Fair. To ensure a high-quality, attractive, family-oriented experience for patrons and to determine future eligibility, all performances are evaluated. It is the performance group director's responsibility to inform all performers of the impact these evaluations may have on future participation at the OC Fair.

Evaluations are based on the following:

- Timely arrival of the performer or group
- Organization of the performer or group
- Attitude and professionalism of performers, directors, **all** crew members and the performers' parents and family members toward OC Fair staff and guests
- Adherence to performance rules and regulations, as well as to the general OC Fair rules and regulations
- Adherence to scheduled performance time
- Overall performance

# Merchandise Sales and Solicitation Policies

A 6-foot table and table cover will be provided at each stage and is designated for merchandise sales. The table may only be used during your scheduled performance time. Following your performance, please clean the area and properly dispose of all trash.

Flyers may NOT be distributed to Fairgoers. Flyers may be placed at the corner of the stage or on the designated merch table. An announcement informing the audience that flyers are available for pickup after the performance is permitted. Tacking, posting or displaying advertisements, bills, signs, banners or printed materials is prohibited. Soliciting or distributing materials while roaming the grounds is not allowed. Playing for tips or any other form of tip solicitation is prohibited.

## Prohibited Items and Activities

The following items and activities are prohibited for Community Entertainers:

- Performances or merchandise that include offensive or inappropriate language
- Inappropriate attire worn by performers or crew members, including revealing tops or bottoms, offensive slogans or drug- or gang-related paraphernalia.
- Performances or merchandise depicting pornographic, lewd or obscene images
- Performances or merchandise depicting drugs or drug-related material
- Performances or merchandise that promote or depict harassment or discrimination based on sexual orientation, race, ethnicity, gender or religion
- Performances or merchandise that promote political or controversial statements, slogans, flags or emblems
- Smoking on the Fairgrounds, including on and off stage. This includes the use of electronic cigarettes, vapes and oil or wax pens
- Impolite or discourteous behavior toward OC Fair staff
- Stickers: Any performer found selling or distributing stickers will jeopardize future participation at the OC Fair
- Flyers: See the "Flyers and Merchandise" section of this document
- Items are NOT to be thrown from the stage into the audience

Any violations of this policy will jeopardize future participation at the OC Fair.

## Admission and Credential Policies

Each performance group will be allotted one admission credential per performer for each performance day. Admission credentials for crew members and administrators will be allocated based on group size:

- 1 performer 1 crew or administration credential
- 2 – 10 performers 2 crew or administration credentials
- 11 – 18 performers 3 crew or administration credentials
- 19 – 30 performers 4 crew or administration credentials
- 31+ performers At the discretion of the Entertainment Dept.

**Admission credentials <u>will not</u> be issued to the performers' relatives, friends, guests or fans.** Groups with several young children may be allocated additional crew or admission credentials at the discretion of the Entertainment Supervisor. Child performers in large groups **<u>do not</u>** automatically receive chaperone credentials. Admission tickets must be purchased for family and friends 5 and older who are not part of your performance group.

**NOTE:** Single-day admission tickets should be purchased online in advance. Dates may sell out, and tickets may not be available for purchase at the gate, especially on weekends. Please plan accordingly. For more information regarding admission tickets, visit ocfair.com.

# Credential Misuse

Misusing credentials will result in performance cancellation and will affect future participation at the OC Fair. Unused admission and parking passes must be returned to the stage manager prior to the performance.

# Parking Policies

OC Fair parking is extremely limited. We strongly encourage carpooling, public transportation and rideshare options whenever possible.

Community Entertainment performers will receive complimentary parking passes for Orange Coast College's Lot E. There is NO complimentary parking on the Fairgrounds. If you wish to park on the Fairgrounds, parking is $15 per vehicle, per day. Vehicles without a valid pass, or with an obstructed pass, may be ticketed by Orange Coast College at the vehicle owner's expense. OC Fair is not responsible for parking citations. Acts that abuse parking passes for purposes unrelated to their scheduled performance WILL NOT be allowed to perform in the future.

## Heavy Equipment Vehicle Drop-Off Passes

A maximum of three heavy equipment vehicle drop-off passes may be issued per performance group. These passes are reserved for performers

transporting heavy equipment only. Requests for heavy equipment passes must be made when submitting performer information. Performers with approved equipment vehicle passes may proceed to the Gate 4½ loading and unloading area before parking in their designated location. Parking and equipment vehicle passes must be visible at all times.

## Violations of Policies

Violations of OC Fair Community Entertainment policies may result in performance cancellations and may affect any future entertainment performance participation at OC Fair.

Examples of Community Entertainment policy violations include:

- Selling OC Fair admission or parking credentials
- A record of repeated last-minute performance cancellations
- Performers, family members, friends, crew members or directors mistreating or verbally abusing OC Fair staff
- Inappropriate attire or behavior
- Failure to submit a *Megan's Law* form

## Community Stages

**The Hangar**: 40-by-24-by-48 feet; Indoor venue that accommodates dance groups and larger bands. Includes two dressing room trailers and adjacent restrooms.






**Plaza:** 24-by-24 feet; Accommodates duos, trios and bands of up to six people. Includes two 10-by-10 foot dressing room tents.



Backline and drum shield provided.




View of the Plaza Stage. Shade structure over stage and audience viewing area.

# Backline

Backline equipment is provided at the Plaza Stage ONLY. Community Entertainment performers are required to use the provided equipment. Performers who bring unapproved performance equipment will be asked to return it to their vehicles. Certain items, such as pedals and amps with presets, may be approved at the discretion of the Entertainment Supervisor.

**NOTE:** Performers must bring their own instruments, with the exception of the drum kit.

## Equipment provided at the Plaza Stage:

- Professional line-array speakers and subs flown from truss
- Two (2) wireless handheld microphones, wired vocal microphones, a full drum kit microphone package, instrument mics, direct boxes and mic stands for up to 24 total inputs
- Five (5) monitors with separate, festival style mixes
- Professional sound technicians *(side stage only)*
- Four (4) 20-amp quad electrical outlets *(stage power)*

## Specific backline provided by OC Fair for the Plaza Stage (subject to change):

- One (1) DW Collector's Series drum kit - Black Oyster
- One (1) DW Collector's Series bass drum - 22-by-18 inches - Black Oyster
- One (1) DW Collector's Series floor Tom - 16 inches - Black Oyster

- One (1) DW Collector's Series rack Tom - 13-by-10 inches - Black Oyster
- One (1) DW Collector's Series rack Tom - 12-by-10 inches - Black Oyster
- One (1) DW Collector's Series maple snare - 14-by-5 inches - Black Oyster
- One (1) DW manual-lift drum throne
- One (1) Drum rug - 8-by-8 feet
- One (1) DW 9000 single kick pedal
- One (1) DW 9000 double kick pedal
- One (1) DW 9000 two-leg Hi-Hat stand
- One (1) DW DWCP9300 9000 series heavy-duty snare stand
- One (1) DW DWCP9700 9000 series straight/boom cymbal stand
- One (1) DW Sliding Tom Tom mount - double
- One (1) DW Tom stand
- One (1) Marshall JCM 800 Lead Series - 2204 Master Model 50-watt MK2
- One (1) Marshall (1960 A) JCM 800 4-by-12 guitar speaker cabinet - angled
- One (1) Fender Deluxe Reverb 65 Reissue guitar amplifier
- One (1) Fender Twin Reverb Reissue guitar combo amplifier
- One (1) Zildjian A custom medium crash - 16 inches
- One (1) Top Zildjian A custom MasterSound hi hat - 14 inches
- One (1) Bottom Zildjian A custom MasterSound hi hat - 14 inches
- One (1) Zildjian A custom medium ride - 20 inches
- One (1) Zildjian A custom fast crash - 18 inches
- One (1) Ampeg SVT classic bass amp head
- One (1) Ampeg SVT 8-by-10 bass cabinet
- One (1) Proline Sustain pedal
- Two (2) Quik Lok Single X-braced keyboard stand
- Ten (10) 1/4" instrument cable - 25-foot
- Hercules GS415B PLUS single guitar stand

❖ **Items performers must bring to the Plaza Stage:**

- ➢ All props
- ➢ Costumes
- ➢ If singing to a track, performers must provide all music in MP3 format (iPod, smartphone, iPad or thumb drive). If using a thumb drive, performers must bring their own laptop
- ➢ MP3 auxiliary cables (if needed)

**NOTE:** Backline is not provided for performances at The Hangar Stage. ALL performers must bring their own backline and instruments, including their drum kit. A drum riser is provided.

## Equipment provided at <u>The Hangar Stage:</u>

- Electrical outlets
- Eight (8) wireless microphones, plus wired microphones
- Full drum kit microphone package, including instrument mics and direct boxes
- Mic stands
- Eight (8) monitor mixes on stage, plus side fills

# Dressing Rooms

Limited dressing room space is available at all stages. Performers will have access to a dressing room approximately 45 minutes to one hour before their performance. Each group is allowed one dressing room regardless of group size.

For larger groups, we recommend establishing a dressing schedule before arrival. Only performers, crew members and administrators are permitted in the dressing room area. The stage manager at the assigned stage will assist in securing space; however, no performer or group may occupy the entire dressing room.

Please vacate the dressing room promptly after your performance. All trash should be removed and the area should be left as tidy as possible.

# Photography and Videography

Performers may bring a photographer and videographer; however, these professionals must be cleared by the Entertainment Department and informed of all rules and regulations. They must also be listed on your performer information sheet to receive an admission ticket. Photographers and videographers using professional equipment or tripods will be considered part of your performance group's crew. If the required information is not submitted to the Entertainment Department prior to the performance, access is not guaranteed. Photographers and videographers must comply with the stage manager's instructions on performance day.

**NOTE:** Professional performance footage is offered for The Hangar Stage only, for $50. If you are scheduled in The Hangar, the Entertainment Supervisor will email a purchase link approximately one week after your performance. All video footage is raw, captured from two camera angles and with sound directly from the soundboard.

# Post-Performance

After your performance, all equipment must be removed from the performance area. A member of the Community Entertainment Department will assist you with breaking down equipment and transporting it to the drop-off area at Gate 4 ½. You may then retrieve your vehicle from OCC/Merrimac Lot E and return to Gate 4 ½ to pick up your gear.

Please leave a member of your group with your equipment at all times. OC Fair & Event Center will not assume responsibility for your gear. Once loaded, you may either park your vehicle at OCC/Merrimac Lot E or pay for Fairgrounds parking. Be sure to obtain a hand stamp at the gate if you wish to re-enter the Fair.

# Heavy Equipment Storage

Post-performance equipment storage is available. All equipment must be escorted back to Gate 4 ½ by a band member and checked in at the Equipment Storage Tent. All equipment must be signed in and out by the same band member, following a system similar to baggage claim. This process helps reduce congestion on the route back to OCC/Merrimac Lot E, especially as streets begin to close due to Fair traffic.

Equipment must be picked up no later than 10 p.m. - no exceptions. Please do not abuse this option and arrive on time. OC Fair & Event Center does not take responsibility for damaged, lost or stolen items.

If you wish to use the Equipment Storage Tent, please notify the stage manager and the Entertainment staff assisting you with transporting your items.

# Fair Liabilities

OC Fair & Event Center is NOT responsible for fire, theft, damage to or loss of vehicles or articles left in vehicles or on the premises. Vehicles parked in

undesignated areas do so at the vehicle owner's risk and may be subject to towing or storage fees.

OC Fair & Event Center reserves the final and absolute right to interpret rules and regulations and to settle or determine all matters, questions or disputes regarding those rules and regulations or any issues arising out of, connected with or incident to the OC Fair. OC Fair & Event Center further reserves the right to determine and address unforeseen matters not covered by these rules and to amend or add to them as deemed necessary in its sole judgment. .