

2015 ENTERTAINER HANDBOOK

Malibu Kiwanis Chili Cook Off

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Phone Number (310) 589-9266

ENTERTAINER HANDBOOK:

Thank you for your interest in the Malibu Kiwanis Chili Cook Off. We have listed below a few entertainer rules and regulations for performing at the Cook Off.

~ GENERAL POLICIES AND PROCEDURES ~

All applications are due June 20, **2015** - Applications **MUST** be filled out **online** –

If you are booked, you will be notified by **July 15, 2015**. If you are NOT booked, you will be notified by email. In addition, we will place you on our waiting list. If we receive some cancellations we will select from that waiting list. After the **June 20th, 2015** deadline has passed, you are still able to send in an application. These applications received after the deadline will be on an automatic waiting list. Once the applications prior to the deadline have been processed, we would then pull from the waiting list to fill any remaining spots.

If you do have a confirmed spot, additional paperwork will be required: Production Sheet - This we will hand to the Stage Manager so they can have the stage ready for you. Roster of your group - This list is what is used at the check in area to get all performers in to do their performance.

If you need to **CANCEL** your performance, your Notice of Cancellation must be, 1) in writing, and 2) faxed or emailed. Please follow up by calling to make sure we received this. Phone: (310) 589-9266). If you cancel during the Chili Cook Off, it has to be 24 hours before you are scheduled to perform.

Misrepresentation of your group on the application, or in photographs accompanying the application, is grounds for cancellation

~ **Please Do Not** ~ call the office to check on your booking status. Thank you!

SELECTION CRITERIA

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 Chili Cook Off Management

STAGE AND TIME ALLOCATION POLICY

If you are booked and see that you have more time than you actually need, please email Special Events ASAP to adjust the times and write the actual time you need on your confirmation letter before you mail it back.

You cannot ADD any time to your confirmed performance! Performers/Directors can't add stage time OR fill their time by adding another group. Returning applicants might not get the same stage or time from year to year. We will try to accommodate all requests for stages and times, but understand it is not always possible.

PERFORMANCE POLICIES AND EVALUATIONS

The Cook Off is a family event so attire and image of all performers, as well as content of performance, must be respectful of that. Shirts and shoes must be worn at all times.

The Malibu Kiwanis Chili Cook Off 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 Cook Off. These evaluations are based on the following:

- Accuracy of check-in
- Organization of the group
- Submitting an accurate performers roster at least 24 hours before performance
- Attitude and professionalism of performers and directors
- Adherence to performance rules and regulations
- Adherence to scheduled time
- Audience response
- Overall performance

PROHIBITED ITEMS AND ACTIVITIES

- Offensive or inappropriate language
- Depictions of pornographic, lewd or obscene images
- Drugrelated material, sales or displays of drug paraphernalia
- Any material that promotes or depicts sexual, racial, or religious harassment or discrimination
Products made from any endangered animal
- Laser pointers, stun guns, switchblades, brass knuckles, high-powered water guns, rubber band toys/guns, fireworks, pyrotechnics equipment, or weapons of any kind, including martial arts weapons.
- Skateboards and in-line/roller skates
- **SMOKING is prohibited.**
- Intoxication, use or possession of any controlled substance
- Impolite, discourteous or obscene speech or conduct during a performance or in range of public or Cook Off staff
- **Stickers:** A fine of **\$500.00 per occurrence** will be assessed to any performer or performance group whose stickers are found anywhere on the grounds. Any performer found to be selling or giving away stickers will receive a violation notice, which will jeopardize future participation in the Fair
- **Flyers:** A fine of **\$500.00 per violation** applies to the distribution of flyers, authorized or non authorized, outside your performance time and stage
- Items are **NOT** to be thrown from the stage into the audience

Please Note: Cook Off 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 Special Events Office for the distribution of advertising, handbills, flyers, tokens or other material during the Malibu Kiwanis Chili Cook Off. 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 the Malibu City property prior to, during or after a performance is prohibited unless authorized by Cook Off

Management. Performers will not offer or give any gift or gratuity to any employee or officer of the Malibu Kiwanis Chili Cook Off. Employees and officers are not permitted to accept gifts or gratuities.

~ ADMISSION AND CREDENTIAL POLICIES ~ PERFORMER CREDENTIAL POLICIES POLICY as of

2015: You will need to show an ID while checking in! Directors must submit an accurate performers roster 24 hours prior to their performance, and have the roster filled out accurately. This roster must be **numbered** and in **alphabetical order**, with the **last name first, then the first name**. Notify all performers that they must show ID at check-in. The purpose of credentials is to admit performers who will be appearing on stage, the staff and directors. Special Events will mail out credentials once we receive your final list. These credentials are not free tickets to the Cook Off and may not be passed on to neighbors and friends. **Listing non-performers on the performer's roster and/or issuing of credentials to non-performers is expressly prohibited.** Violations will affect any future participation with the Malibu Kiwanis Chili Cook Off.

Selling, duplicating, or reissuing admission or parking credentials is expressly prohibited.

PERFORMER CHAPERONE CREDENTIAL POLICIES

Performers 17 years of age and under may have one parent or adult chaperone, with ID, **over the age of 21**, accompany them through the check-in process. The purpose of a chaperone is to ensure the performer's transportation to the Cook Off and supervision while at the Cook Off. The chaperone **MUST** be with the performer at the time of check-in to gain free entry. It is not permissible to leave a name or confirmation card at the Special Events Check-in Tent for entry at any other time.

Parents and chaperones not attending the performance but who intend to pick-up their child/performer after the show must make prior arrangements with the child/performer or group director to determine a specific location for pick-up (such as at an entrance gate) outside of the Fair.

FAIR LIABILITIES

We do receive a large volume of applications and not all groups will be accommodated.

The sole decision for selection rests with the Management. The Malibu Kiwanis Chili Cook Off has the right to reject any application for any reason. Receipt of an application by the Special Events Office is neither a commitment nor a guarantee of performance stage time by either Cook Off Management or applicant.

The Malibu Kiwanis Chili Cook Off 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 Malibu Kiwanis Chili Cook Off 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 Malibu Kiwanis Chili Cook Off. 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.