



# 2017 Performer Guidelines

*Thank you for your interest in performing at the Thursday Night Market (TNM)! The market is a fundraising event for the Downtown Chico Business Association (DCBA), a non-profit organization dedicated to enhancing and maintaining Downtown Chico as a vital and thriving retail area and cultural destination. The information and guidelines that follow were established by the DCBA Board of Directors and staff and have been written to ensure the safety, integrity, and well-being of the market and the market's customers. The DCBA shall implement and enforce all rules and guidelines in a fair and equitable manner. All performers are responsible for adhering to the guidelines presented in this document. Thank you.*

## **EVENT DETAILS:**

- Dates: Every Thursday, April 6 - September 28
- Location: Broadway between 2nd & 5th incl. City Plaza
- Market Hours: 6:00-9:00PM
- Performer Set-up: 5:00-5:45PM
- Performer Tear-down: 9:00-10:00PM

## **DCBA CONTACT INFORMATION:**

- Office Hours: 9am-5pm, Monday-Friday
- Phone: (530) 345-6500
- Fax: (530) 345-3277
- Address: 330 Salem Street, Chico, CA 95928
- E-mail: [TNM@downtownchico.com](mailto:TNM@downtownchico.com)

## **APPLICATION & SCHEDULING INFORMATION:**

- All interested performers must submit a completed application each year. A demo is also required (weblink or CD) unless a current demo is already on file at the DCBA. (Contact our office if you are unsure.)
- All applications will be carefully reviewed and invitations will be sent based upon many factors, including: performer's ability to enhance ambience of the market, history/past participation, crowd appeal, uniqueness of sound, date flexibility, and overall market objectives. Not all applicants will be invited to perform.
- Invitations to perform will be sent via EMAIL ONLY, so please be sure your Email server is set to allow messages from [TNM@downtownchico.com](mailto:TNM@downtownchico.com).**
- The scheduling of performances is an ongoing process during the season. Typically, schedules are created 30-45 days in advance and are subject to change at the discretion of TNM management. It is important that applicants indicate any/all dates that are available and if your availability changes from those noted on your application, please let us know! (OR if you have a special date request!)

## **PERFORMANCE CRITERIA & GUIDELINES:**

- Compensation -- The Thursday Night Market is a fundraiser and the DCBA does not pay performers, but gratuity collection is suggested. Please do not aggressively solicit crowds for tips -- a subtle approach is appreciated. Performance space can be utilized for self-promotion or product sales (CDs, fliers, tickets, etc.) and this is encouraged. With prior arrangements, performance groups can be compensated with complimentary promotional booth space on the night of scheduled performance. Rules and guidelines for use of promotional booth space are outlined in TNM vendor application and these guidelines will apply.
- Performers must supply all necessary equipment (including amplifiers, microphones, chairs, extension cords, etc). Electricity can be provided to some locations if request is made on Performer Application.
- Performers are required to use low amplification!** Volume is monitored by event staff and should not interfere with downtown businesses, other performers, or nearby vendors. If volume exceeds an appropriate level, performers should lower volume.
- In an effort to maintain comfortable sound levels in the more congested areas of the market, bands with drum sets will only be permitted to perform in the City Plaza. There are two locations - the main stage and the "south stage" (in front of streetcar mural). Your assigned location will be based upon other factors (i.e. what else is happening in/around the plaza that night). If you are able to perform solo (or a smaller group without drums), please indicate this on your application. There is more opportunity for this style of music at this event.
- Public restrooms are available in City Plaza and on 3rd Street near Salem (portable unit). Please DO NOT ask to use downtown business' facilities unless you are a paying customer that night.
- TNM is not a forum for expressing political views, religious beliefs, etc. Lyrical content must be "family friendly".**
- Performers wishing to use open flames must first be approved by the City of Chico Fire Dept. (9th & Salem) and TNM management.

☑ If you are scheduled to perform but must cancel, please notify the DCBA office as soon as possible to allow time for other arrangements to be made.

☑ Inclement Weather Policy: The **TNM is a rain-or-shine event**, however we understand performing in bad weather may not be an option for some. If rain is predicted by Market Management between the hours of 5-10pm, a “weather optional” policy will take effect. Performers are responsible for calling the DCBA office **AFTER 1:00pm** on the day of the market to find out the status. **IN THIS CASE**, scheduled performers may choose to keep the engagement or to cancel. Performers who cancel will be given top-priority for rescheduling. Performers who choose to participate assume all responsibility for equipment and supplies that may be affected or damaged by inclement weather.

### **SET-UP/TEAR-DOWN PROCEDURES:**

☑ Set up is from 5:00 to 5:45pm, but vehicle entry is only permitted until 5:30pm. Between 5:30 - 9:00pm, no vehicles may enter the event. ALL vehicles must clear the streets by 5:45pm (No exceptions - please do not leave your vehicle parked near “your” performer location).

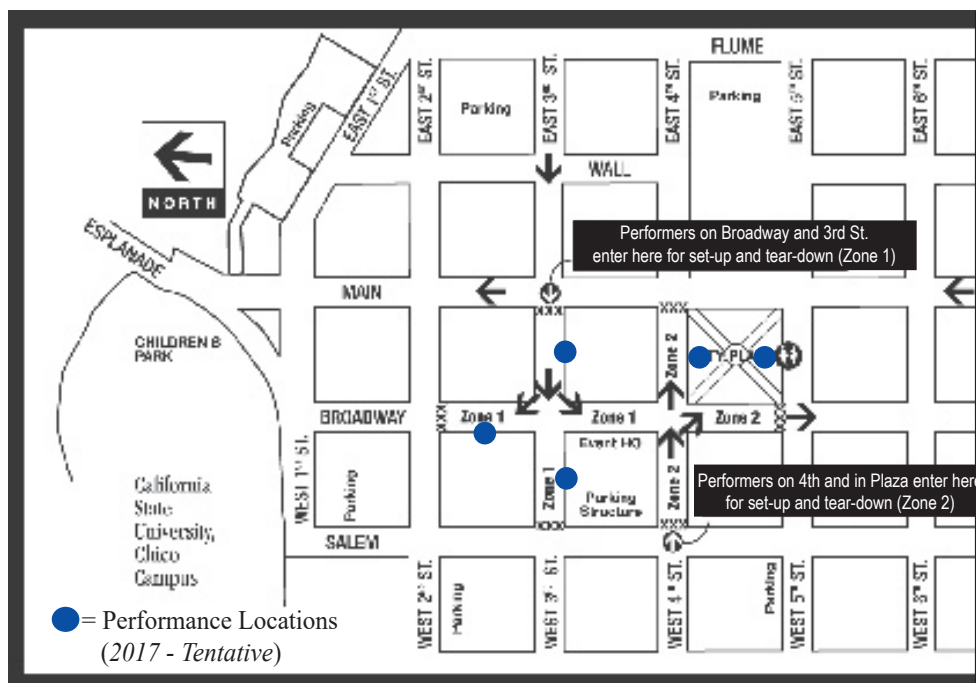
☑ **During set-up and tear-down, vehicles should enter market through assigned barricades.** Performers on Broadway and 3rd Street should enter the market at 3rd & Main. Performers on 4th Street or in City Plaza should enter the market at 4th & Salem. However, the market area does get very congested so performers are encouraged to park outside of event and walk equipment in. Refer to map below.

☑ Equipment may not be unloaded until barricades are in place at 5:00pm AND streets are closed and deemed safe by market management. After barricades are in place, performers should quickly unload equipment and remove vehicles to enable other vehicle access. Vehicles should not occupy neighboring vendor booth space while being unloaded.

☑ Parking is not permitted within market area between 5-10pm. Chico PD may cite offenders.

☑ Performers are asked to remain in assigned performer location unless prior arrangements have been made with management (i.e. no roaming around the market while performing or choosing to set up in an alternate location).

☑ Performers are expected to remain set-up and to perform for the duration of the market (6-9pm). Exception: City Plaza Stage performers may perform three shorter sets and are permitted to leave following the final set even if it is before 9PM. All other performers: Tear-down should begin promptly at 9:00pm, at which time you may re-enter in your vehicle following proper direction of traffic. Tear-down must be completed in a timely manner so that streets can re-open no later than 10:00PM per City of Chico permit conditions. Failure to comply may affect future performance opportunities.



**For more information contact the DCBA office at (530) 345-6500  
Mail or drop off completed application to:  
DCBA, 330 Salem St., Chico CA 95928**



# 2017 Performer Application

Performer/Group Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail (required): \_\_\_\_\_

Demo (circle one): On File/Past performer    CD attached    Online (url) \_\_\_\_\_

Is Electricity needed?    Yes    No

Will a drum set be used for this performance?    Yes    No

If you answered YES, are you also interested in performing w/o drums?    Yes    No

### Description of performance/musical type/genre:

(If selected, how should your group be described on event signage and social media promotions?)

### Availability:

Invitations to perform will be sent via email approximately 30-45 days in advance.

Please select all dates you are available to perform! The more dates selected, the more opportunity you will have. If you have any special date requests, **CIRCLE THEM**.

- |                                   |                                 |                                  |                                  |                                    |                                       |
|-----------------------------------|---------------------------------|----------------------------------|----------------------------------|------------------------------------|---------------------------------------|
| <input type="checkbox"/> April 6  | <input type="checkbox"/> May 4  | <input type="checkbox"/> June 1  | <input type="checkbox"/> July 6  | <input type="checkbox"/> August 3  | <input type="checkbox"/> September 7  |
| <input type="checkbox"/> April 13 | <input type="checkbox"/> May 11 | <input type="checkbox"/> June 8  | <input type="checkbox"/> July 13 | <input type="checkbox"/> August 10 | <input type="checkbox"/> September 14 |
| <input type="checkbox"/> April 20 | <input type="checkbox"/> May 18 | <input type="checkbox"/> June 15 | <input type="checkbox"/> July 20 | <input type="checkbox"/> August 17 | <input type="checkbox"/> September 21 |
| <input type="checkbox"/> April 27 | <input type="checkbox"/> May 25 | <input type="checkbox"/> June 22 | <input type="checkbox"/> July 27 | <input type="checkbox"/> August 24 | <input type="checkbox"/> September 28 |
|                                   |                                 | <input type="checkbox"/> June 29 |                                  | <input type="checkbox"/> August 31 |                                       |

The undersigned certifies that he/she understands and will adhere to all Thursday Night Market performer guidelines. The undersigned also certifies that he/she is authorized 1) to execute on behalf of the performer/group and 2) accept legal process on behalf of the performer/group. The undersigned agrees to indemnify and hold harmless the Downtown Chico Business Association, its officers, directors, employees, and volunteers, building owners, tenants, and the City of Chico from and against all loss, damage, liability, claims, suits, costs and expenditures, including attorney's fees and costs of defense, regardless of the merit or outcome of any such claim or suit, which may occur in connection with performers participation in the TNM. The undersigned authorizes the DCBA to use photographs taken during TNM Performances for future promotion of events. It is understood that there is no compensation for the use of these images and that performer may not be alerted prior to use of these images.

Signature \_\_\_\_\_ Print name \_\_\_\_\_ Date \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>	
Date Rec'd: _____	Dates scheduled: _____ , _____ , _____
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	_____ , _____ , _____
Notes: _____	_____ , _____ , _____

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