



June 27, 2017

Can you believe it? The Cultural Arts Showcase is turning FIVE this year! We are so excited to announce that on October 29, 2017, CAS will be back! Of course, it wouldn't be the same without your organization participating and joining us in bringing this amazing experience to our community!

### Event Details:

Cultural Arts Showcase 2017  
*Presented by the Brevard Symphony Orchestra & King Center for the Performing Arts*

Sunday, October 29, 2017 :: Noon to 5PM  
King Center for the Performing Arts

Make sure to read through the participant information sheet enclosed as some of the aspects of the event have changed based on feedback from past participants. However, here's what you can look forward to:

- The Brevard Symphony Orchestra, in partnership with the King Center, will present a FREE Family Concert for families from all across Brevard County.
  - Time of BSO performance is at 2:00pm in the main auditorium.
- Arts organizations are invited to set up displays in the main lobby, the rotunda, under the covered walkway and surrounding the King Center.
- Arts organizations may also sign up to perform. Two stages will be available for arts groups – the Studio Theatre and the open air stage. Because of high demand for these spots, we are instituting an all-new performance selection process this year. *See Performance Registration form for more information.*
- *Interactive* displays and roaming entertainment are highly encouraged and create a festive atmosphere for our guests.
- To celebrate our 5<sup>th</sup> anniversary, we will be presenting a special *Opening Ceremonies* prior to doors opening and invite all organizations to participate. Details soon.
- The entire event is **FREE** for the public.
- Plus....participation for non-profit arts organizations is FREE! For profit organizations are invited to attend for a small charge.
- *Or...become a **SIGNATURE Arts Partner** and share in the spotlight by performing on the main stage – call the BSO office to learn more!*

Join us in making CAS 2017 the best yet by showcasing your art with thousands of guests!

To register, please complete the enclosed form and return to the BSO Administrative Office at the address below. If you have any questions, please do not hesitate to contact us at 321.242.2024.

Hope to see you all there!

Your friends at the



# CULTURAL ARTS SHOWCASE 2017 :: PARTICIPANT INFORMATION

**Sunday, October 29, 2017 :: Noon – 5PM :: King Center for the Performing Arts**

**Set-up begins at 10:00am.  
All displays/booths must be set-up by 11:30am.**

## **Participating organizations will receive:**

- One (1) six foot table with two (2) chairs. *You must register for a table in order to request a performance.*
- Sorry, no electricity can be promised, however it can be requested and will be assigned on a first-come first-serve basis. No electricity is available outside.
- Additional tables are available (for a fee) and will include two additional chairs (fees listed on REGISTRATION form).
- An unloading zone will be available in front of the King Center. After unloading, all cars **MUST** be moved to the designated parking section.
- Display space will be assigned on a first-come, first-serve basis and will be determined based on description of booth provided on REGISTRATION form.
- Business Partners: Please note that arts organizations will be given priority in table assignments.
- *With the exception of tickets to upcoming concerts/events, please refrain from selling merchandise.*
- *Please be respectful of other organizations in your area and avoid activities or noise that may be disruptive to your table neighbors.*

## ***IT'S UP TO ALL OF US!***

***All participating organizations/artists will also receive a marketing package that includes posters, flyers and rack cards to distribute to their patrons. A digital marketing package will also be available upon request.***

**Eighteen (18) participating organizations will have the opportunity to perform on one of two stages at CAS 2017. Other organizations are invited to perform with *POP UP Performances*.**

- You must register for a table in order to request a performance.
- See **PERFORMANCE REGISTRATION** form for more information.

## **Organizations will need to provide:**

- Staff or volunteers to represent your organization at your table.
- You may decorate your table as you wish. *Candy for trick-or-treaters is a HUGE plus!*
- If you choose to be outside, under the pines, organizations can bring festival tent.
- We encourage participating organizations to have interactive displays.
  - Please give a brief description and/or provide a photo of your table activity on the form, so that the activity can be promoted.
- Power cords are the responsibility of the participating organization. Please be considerate of others and keep cords tidy and clear of walkways.
- Promotional materials for your organization.
- *Non-profit organizations may be asked to provide a copy of their current 501(c)(3) status.*

## **Other ways your organization can participate (Call us at 321.242.2024 for details):**

- Become a *Signature Partner* and gain more visibility for your organization. Additional fees may apply.
- Local festivals are invited to bring a mini version of their event to CAS2017.
  - Spaces will be reserved outside near the pines for your \*Mini Festival\*
  - Additional tables can be requested, however, cannot be guaranteed.
- *Have volunteers willing to help? Let us know! We need help mobilizing a team of volunteers! Perks included!*

***From grass roots to social media, there are plenty of ways to help promote CAS 2017.***

***Have ideas? Volunteer for our marketing and street teams!***

# CULTURAL ARTS SHOWCASE 2017 :: REGISTRATION

**EARLY REGISTRATION DEADLINE IS SEPTEMBER 1, 2017 :: FINAL REGISTRATION DEADLINE IS OCTOBER 1, 2017**  
*PERFORMANCE REGISTRATION REQUEST DEADLINE IS SEPTEMBER 1, 2017*

**Organization Name:**

**Organization Address:**

**Contact Name:**

**Email:**

**Phone Number:**

**Organization Website:**

**Facebook Page:**

Facebook.com/

**My organization would prefer to be:**

- Inside the King Center*
- Under the Covered Walkway*
- Under the Pines – Outside*

**Yes!**

*We would like to perform at the event and our PERFORMANCE REQUEST form is attached.*

**Do you need an electric connection?**

- Yes, we need access to an electric connection and we understand that this request cannot be guaranteed.*
- No, we do not.*

**Yes! Our organization will have an interactive display/booth. Please provide a brief description of your activity:**

**Yes! We are interested in participating in other ways, such as (Circle one or more):**

- Event Coordination*       *Marketing/Grass Roots*       *Mobilizing Volunteers*       *Event Set-up*       *Event Strike*

**We are a festival and would like to bring a mini version of our event to CAS. We understand that we will be located outside and that additional tables and chairs may be requested at no cost to us (up to four (4) tables and eight (8) chairs).**

**Choose a table type and/or performance from the following (Circle/check one or more). See PARTICPANT INFORMATION page for details.**

<b>FEES:</b>	Regular Table	Premium Table (Main Lobby)	Additional Table	Performance
501(c)(3) Arts Organization	<input type="checkbox"/> <b>FREE</b>	<input type="checkbox"/> <b>\$75</b>	<input type="checkbox"/> <b>\$50</b>	<input type="checkbox"/> <b>FREE</b>
For-Profit Arts Organizations	<input type="checkbox"/> <b>\$100</b>	<input type="checkbox"/> <b>\$150</b>	<input type="checkbox"/> <b>\$75</b>	<input type="checkbox"/> <b>\$50</b>
Business Partners (Non-Arts)	<input type="checkbox"/> <b>\$200</b>	<input type="checkbox"/> <b>\$300</b>	<input type="checkbox"/> <b>\$75</b>	<input type="checkbox"/> <b>N/A</b>

Please complete this form and email to [culturalartsshowcase@brevardsymphony.com](mailto:culturalartsshowcase@brevardsymphony.com) or mail to

**Brevard Symphony Orchestra**  
**P.O. Box 361965**  
**Melbourne, FL 32936**

*To drop off registration in-person or for payments by phone, please call 321.242.2024 or stop by the office at 1500 Highland Avenue, Melbourne, during office hours. If mailing a payment by check, please use the address above.*

# CULTURAL ARTS SHOWCASE 2017 :: PERFORMANCE REQUEST

PERFORMANCE REGISTRATION REQUEST DEADLINE IS SEPTEMBER 1, 2017

**Eighteen (18) participating organizations will have the opportunity to perform on one of two stages at CAS 2017. Other organizations are invited to create POP UP performances.**

- You must register for a table in order to request a performance.
- Two stages will be available to performers. Plus, opportunities to surprise guests with POP UP performances in the halls and common areas.
  - **Studio Theatre**
    - Stage measures 16' x 32' and will be set-up with general flood lights and sound. No other equipment will be available.
  - **Open Air**
    - Stage measures 8' x 16'. An electrical outlet is available.
  - **POP UP Performances**
    - Roaming performances throughout the day in common areas.
- Stage performances must run no longer than 30 minutes and *this includes set-up and tear-down*.
- POP UP performances must run no longer than 10 minutes and may not impede with other organization table activities or performances.
- Performers will be selected based on information provided on PERFORMANCE REQUEST form and will be assigned to one of the two stages listed above based on performance type and number of performers.
- **Performance request and preferred times/stage are not guaranteed.** Each arts organization selected to perform at CAS2017 will receive an email by September 15, 2017, with performance time and location. Each organization invited to perform must confirm by October 1st. After October 1<sup>st</sup>, all performances not confirmed by organization will be released to other organizations in the performance request queue.
- **Performers will be asked to submit a high resolution photo for promotional purposes (1920 x 1080 at 72dpi). Photos cannot contain any graphics or text.**

**Organization Name:**

**Preferred Time Frame** (Check One or More):     12:15pm to 2:45pm                       2:45pm to 4:45pm

**Preferred Stage** (Check One or More):     Studio Theatre                       Open-Air                       POP UP Performances

**Number of Performers:** \_\_\_\_\_                      **Number of Social Media Followers:** \_\_\_\_\_

**Tech Needs** (Check One or More):  Microphone                       Electrical Outlet                       We are providing a CD of music

No. of Chairs: \_\_\_\_\_ No. of Music Stands: \_\_\_\_\_

**YES!** *In the spirit of cooperation, we are interested in collaborating with another arts organization.*

**Detailed Description of Performance (To be considered to perform at CAS 2017, please be as detailed as possible):**