



# 2012 ENTERTAINMENT APPLICATION

# New York State Fair

**August 23 – September 3, 2012**

**SUBMIT TO:**

Carrie Lindemann • NYS Department of Agriculture & Markets • 10B Airline Drive, Albany, NY 12235  
Fax: 518-485-7750 • Email: carrie.lindemann@agriculture.ny.gov

**Entertainment Applications will be reviewed on a continuing basis starting December 19, 2011. Once available budget allocations have been met, scheduling for each venue will be complete.**

Please complete and return this entertainment application and a promotional packet to **Carrie Lindemann as soon as possible by mail, email or fax.**

**Please complete the entire application!**

**Applications submitted without a promotional packet will not be considered.**

**IMPORTANT!** Due to the dramatic increase in the number and variety of available performers, we are requiring that each performer or group submit a promotional packet to help us in the selection process. This packet shall include one or more of the following: current pictures taken within the last year, a DVD video or a CD audio sample of your performance. Performers may substitute a website address if the site contains all the above elements or a combination of hard copy and website information. Electronic press kits (EPKs) encouraged.

**Please read the description below and check ONE box for the venue that fits your attraction/act best**

*– Your proposed act must be family-oriented and appropriate for all ages –*

- Midway Music Series:** Must be a national touring act or significant regional touring act. Performances will be a maximum of nine nights, one show per night.
- Gospel Weekend:** Inspirational gospel infused message. Performance a maximum of two days (August 25-26).
- Grounds Entertainment:** Specialty Acts (animal, strolling, thrill, children, etc.) performed daily.
- Regional Artists Variety Stage:** Musical, dance, cultural, etc. Performances all 12 days with multiple acts per day from 11am to 10pm.
- Daily Parade:** Marching or strolling band/entertainment at 6:00pm daily. *(exclude page 3)*
- Pan African Village:** African Cultural Stage (singing, dancing, theatrical, literature, etc.). Performances all 12 days with multiple acts per day from 10am to 10pm.



**NOTE:** If you feel your attraction/act applies to more than one venue, please fill out a separate application for each venue in order to qualify.



PLEASE PRINT:

Name of performer/group \_\_\_\_\_

Contact person \_\_\_\_\_ Phone \_\_\_\_\_

Mailing address \_\_\_\_\_ Cell \_\_\_\_\_

City/State \_\_\_\_\_ Zip \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

EPK \_\_\_\_\_

– All bookings will be at the discretion of the New York State Fair –

**• CATEGORY OF ENTERTAINMENT •**

- Variety Acts – (i.e. Juggler, Magician, Clowns, etc.) Please specify: \_\_\_\_\_
- Specialty Acts –       Sports Acts       Sand Sculpture       Children's Act  
 Animal Act & Attractions       Chainsaw Artist       Other - specify: \_\_\_\_\_
- Musical Acts – Please specify:       Stage Act       Strolling Act       Grounds (stationary) Act
- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Instrumental:<br><input type="checkbox"/> Group <input type="checkbox"/> Solo<br><input type="checkbox"/> Other - specify: _____ | <input type="checkbox"/> Vocal:<br><input type="checkbox"/> Group <input type="checkbox"/> Solo<br><input type="checkbox"/> Other - specify: _____ | <input type="checkbox"/> Dance:<br><input type="checkbox"/> Group <input type="checkbox"/> Solo<br><input type="checkbox"/> Other - specify: _____ |
|---|--|--|

Type – please check all that apply:

- |                                     |                                    |                                      |                                       |                                 |
|-------------------------------------|------------------------------------|--------------------------------------|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Pop        | <input type="checkbox"/> Country   | <input type="checkbox"/> Rock        | <input type="checkbox"/> Children's   | <input type="checkbox"/> R&B    |
| <input type="checkbox"/> Jazz/Blues | <input type="checkbox"/> Folk      | <input type="checkbox"/> Gospel      | <input type="checkbox"/> Bluegrass    | <input type="checkbox"/> Spoken |
| <input type="checkbox"/> Ethnic     | <input type="checkbox"/> Classical | <input type="checkbox"/> Rap/Hip-Hop | <input type="checkbox"/> Other: _____ |                                 |

**• PROPOSED COST & AVAILABILITY •**

Number of performers in group: \_\_\_\_\_ Number of assistants/chaperones: \_\_\_\_\_

Number of transportation/equipment vehicles: \_\_\_\_\_ Number of campers/RVs: \_\_\_\_\_ - lengths \_\_\_\_\_

What dates are you available? (*Gospel Weekend performs only on Aug. 25-26*)

Are you available all 12 days of the Fair?     Yes     No

What times are you available? \_\_\_\_\_ (*All Midway Music Series start times will be between 7-9pm*)

Length of performance (per show): \_\_\_\_\_

Maximum number of performances per day: \_\_\_\_\_

**NO CHARGE** – Free public exposure only entertainment; **OR**

**FEE**    \$ \_\_\_\_\_ per performance – notes: \_\_\_\_\_

or    \$ \_\_\_\_\_ per day – notes: \_\_\_\_\_

or    \$ \_\_\_\_\_ flat fee – notes: \_\_\_\_\_

*(Where applicable, stipulate whether per hour rate, minimum hours/performances, price breaks)*

Please indicate if you plan to:

Sell merchandise \* – If so what? (*please list*)     Give away merchandise – If so what? (*please list*)

\* If selling merchandise, you must provide a valid NYS Sales Tax Certificate of Authority. Prior approval by Fair Management is required for all artist merchandise sales. If hired, the Entertainment Director will discuss any stipulations and the rules will be in the contract with the New York State Fair.

**• REFERENCES •**

**Please list references** (*include venue, contact name and phone number*):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever performed at the New York State Fair?     No     Yes – When? \_\_\_\_\_

**For State Fair Use ONLY:**

Name \_\_\_\_\_

Additional Rider

**• TECHNICAL SETUP INFORMATION •**

**PERFORMERS' EQUIPMENT**

Please be specific about what you plan to bring to your performance site. This will assist us in transporting you to your venue in a timely manner.

Instruments/equipment (*please list*): \_\_\_\_\_

\_\_\_\_\_

Wireless performance or monitor equipment (*if any*): \_\_\_\_\_

\_\_\_\_\_

Props/Costumes: \_\_\_\_\_

\_\_\_\_\_

Use this space to diagram your stage set-up or attach tech rider or any additional sheets showing your equipment placement. Use the symbols in the legend to indicate mic and monitor placement.

**TECHNICAL DIAGRAM**

**Please indicate your equipment needs:**

# Required

VOCAL MIC \_\_\_\_\_

INSTRUMENTAL MIC \_\_\_\_\_

WIRELESS MIC \_\_\_\_\_

CD PLAYER \_\_\_\_\_

DVD PLAYER \_\_\_\_\_

MIC STAND \_\_\_\_\_

BOOM STAND \_\_\_\_\_

OTHER \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LEGEND:** Mic – **O** Boom Mic – **Ob** Direct Box – **[DI]** Monitor – **[M]**

**MATERIALS TO BE PROVIDED BY VENUE**

Please be specific about what materials you need provided by the venue. Any additional costs incurred by the venue will be considered in your application process.

\_\_\_\_\_

\_\_\_\_\_



**For Midway Music Series, Gospel Weekend, Grounds Entertainment and Regional Artists Variety Stage performers ONLY:**



Dressing Room Space Needed?:  Yes  No

If yes, for how many performers? \_\_\_\_\_

**Reservation:**

The Department reserves the right to:

- Reject any or all responses with respect to this request for quotes;
- Decline to award from this request for quotes;
- Require clarification from any Responder to assure a full understanding of the responsiveness to the requirements for this request for quotes;
- Waive or modify minor irregularities in quotes received;
- Request from Responder additional information deemed necessary to more fully evaluate its quote. Responders will have (3) business days to respond to the request or may be disqualified;
- Amend this request for quotes after its release, with appropriate notice;
- Negotiate with any or all Responder within the request for quote requirements, in the best interests of New York State.

The Department reserves the right to inspect the supplied systems at any time during the period of the contract.

**Insurance:**

Contractor shall as required, prior to execution of the contract, obtain insurance coverage, from a company licensed to do business in New York State, of at least ONE MILLION DOLLARS (\$1,000,000) per occurrence combine single limit bodily injury and property damage. Contractor shall furnish a certificate of insurance naming the New York State Department of Agriculture & Markets, Division of the State Fair as additional insured.

The contractor shall also provide a certificate of workers' compensation and disability insurance as required.

**Summary of Department's Policy Regarding State Finance Law Sections 139-J & 139-K:**

Pursuant to State Finance Law Sections 139-J and 139-K, this solicitation includes and imposes certain restrictions on communications between the Department of Agriculture and Markets and an offeror/bidder during the procurement process. An offeror/bidder is restricted from making contacts from the earliest notice of intent to solicit bids/proposals through final award and approval of the Procurement Contract by the Department, and, if applicable, Office of the State Comptroller ("restricted period") to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law Section 139-J(3)(a). Designated staffs, as of the date hereof, are identified in this solicitation. Department employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the offeror/bidder pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a four year period, the offeror/bidder is debarred from obtaining governmental Procurement Contracts. Further information about these requirements can be found in the Department's Guidelines and on the Office of General Services Website at <http://www.ogs.state.ny.us/aboutOgs/regulations/defaultAdvisoryCouncil.html>

**The Department has designated the following staff members  
to receive contacts pertaining to this quote:**

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|   |                          |   |
|---|--------------------------|---|
| <b>Grounds Entertainment:</b>                                   | Joan Kerr                | Phone: (315) 487-7711 ext. 1201<br>Email: joan.kerr@agriculture.ny.gov        |
| <b>Midway Music Series:</b>                                     | Jason Ryan               | Phone: (315) 487-7711 ext. 1246<br>Email: jason.ryan@agriculture.ny.gov       |
| <b>Gospel Weekend &amp;<br/>Regional Artists Variety Stage:</b> | Sharron Pearson          | Phone: (315) 487-7711 ext. 1242<br>Email: sharron.pearson@agriculture.ny.gov  |
| <b>Daily Parade:</b>  | Nick Pirro               | Phone: (315) 487-7711 ext. 1414<br>Email: nick.pirro@agriculture.ny.gov       |
| <b>Pan African Village:</b>                                     | Geneanne<br>Keegan-Smith | Phone: (315) 487-7711 ext. 1212<br>Email: geneanne.k-smith@agriculture.ny.gov |