



**COLORADO ASSOCIATION OF FAIRS AND SHOWS**  
**51st Annual Convention Registration**  
**SHOWCASE APPLICATION**  
**November 16-17, 2018**  
**Hotel Elegante- Colorado Springs**

Name of Group/Act or Individual \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Web address \_\_\_\_\_

Name of Agency \_\_\_\_\_ Number in Group \_\_\_\_\_

Number of microphones needed \_\_\_\_\_

Special Equipment Required \_\_\_\_\_

Preferred day to showcase: Friday Evening Nov 16 \_\_\_\_\_ Saturday Lunch Nov 17 \_\_\_\_\_

**Promotional materials must be included with this application.**

Please PRINT the names of individuals in your group that will be attending \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Showcase Fee: \$100.00

If you would like trade show space, please fill out and submit the Trade Show Registration Form.

I have read and agree to the showcase policy approved by the board of directors of the Colorado Association of Fairs and Shows and have the authority to sign for the above named group or act. I agree to use the sound and lighting equipment provided by the association.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

*You may use a Visa or Master card for payment.*

Name as it appears on the credit card: \_\_\_\_\_

Address: \_\_\_\_\_

Visa / Mastercard #: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Signature: \_\_\_\_\_ CVV #: \_\_\_\_\_

Return with payment to: CAFS, PO Box 941 Lamar, CO 81052

Questions: Call Angie Cue 719-688-1423 or [angie@coloradofairs.org](mailto:angie@coloradofairs.org)

## SHOWCASE POLICY



1. In order to submit an application to Showcase, an agency or act must be a member of CAFS in good standing for at least two years. Any non-member talent requesting to showcase must apply for membership in CAFS (and be accepted) prior to consideration.
2. No act or individual will be permitted to showcase on consecutive years. Application and \$100 fee must be submitted by October 1. Any application received after this deadline, or not having the proper fees or information, will be considered not complete and will not receive consideration to showcase. The application fee will be refunded in the event the application is not accepted.
3. Associates that are eligible may submit up to four acts to be considered for the showcase.
4. A copy of the attractions stage plot, technical requirements and contract rider must accompany the application.
5. If a selected attraction of firm has been assigned a time slot on the showcase and is unable to appear, then the applicant forfeits its showcase opportunity. The vacated time slot will be assigned to the first available attraction on the alternate list as established by the CAFS showcase committee. Other (non-selected) acts or attractions will not be permitted in the showcase. No substitutions by entertainment firms will be allowed for acts unable to appear without prior approval of the CAFS showcase committee.
6. Each stage act will be strictly enforced to 20 minute time slots, including introduction.
7. The CAFS showcase committee will establish a production schedule and will conduct a daily meeting with the attraction or its representative required to be present. A sound check schedule will be provided at that time. The act and its agent will be present at the sound check. If the attraction cannot be present for the scheduled production meeting or sound check, they will appear without the benefit of a sound check.
8. All acts must provide their own instruments and be present at the Showcase site for sound checks at set days and times
9. All attractions will perform under standard stage lighting provide by CAFS.
10. The house sound system will be provided by CAFS and will be scaled to the venue used and reasonable requirements of the attractions. The CAFS showcase committee will have absolute control over this system, including overall volume levels (both stage and house) which at no time shall exceed 85 decibels anywhere in the venue.
11. No modification to the stage sets, instruments, sound or lights are to be made by an attraction without the prior approval of the CAFS showcase committee. Unauthorized modifications will result in forfeiture of showcase opportunity.
12. CAFS assumes no responsibility for any expenses, transportation, meals or rooms of any entertainment agency or act..
13. Strolling on grounds entertainers are restricted to the Trade Show area.

14. No act, individual or agency, will be permitted to solicit their services without being registered for the convention or occupying a booth at the Trade Show.
15. The CAFS showcase committee shall have the sole authority in the selections of attractions to be showcased and scheduling of those selected. All selections made by the showcase committee will be final.
16. An act or agency that is confirmed for the Showcase but fails to appear without valid reason will not be allowed to Showcase for two years and no refunds shall be made.
17. Absolutely NO pyrotechnic devices, smoke bombs, flash pots, etc. allowed.