



PERFORMANCE REQUEST INFORMATION

The Melbourne Gay & Lesbian Chorus continues to support and represent the diversities within our immediate and greater community. As such we are proud to perform at a variety of festivals, memorials, corporate and community events each year.

The Chorus has a long and respectable reputation for musical and performance excellence.

Please find below enclosed some important information to consider prior to completing your Performance Request.

Please send your enquiries to secretary@mglc.org.au

Thank you for considering Melbourne Gay & Lesbian Chorus for your event.

ABOUT US PERFORMING



- The Melbourne Gay & Lesbian Chorus is a volunteer-based organisation. We recommend you make your request several months in advance to ensure performer availabilities.
- Performances prior to 6.00pm on weekdays are difficult to arrange for members, but applications are assessed on an individual basis.
- The Chorus is an ensemble group and is therefore not equipped to provide background music, roaming acts or soloists. The Chorus is not an a Capella choir.
- Outdoor performances require appropriate sound equipment (to be provided by the hirer) and safe access to electricity.
- Most events are subject to a performance fee to support our operational costs, including those associated with hiring music staff for the event.
- If your venue does not provide a piano (and affiliated equipment), an additional charge may be applied.
- At any one time, the Chorus has a performance team of around 60 singers. However, often it is not practicable due to venue capacity, or the nature of your event, to accommodate the entire ensemble. Therefore it is important to consider any constraints you might have relating to the numbers of singers you can accommodate.
- Our primary form of communication is email to provide transparency for all parties.
- Requests for shOUT Youth Chorus are also welcome by completing this form.
- Some members of the Chorus have mobility issues and we require appropriate access at all events.
- All hirers are required to adhere to outlines in our **PERFORMANCE RIDER** (attached).

APPLICATION

An application for the Melbourne Gay and Lesbian Chorus Inc (MGLC) to perform at an event must be made to the Secretary on the accompanying form. The hirer must also comply with the conditions of performance (Performance Rider).

Where an application for MGLC to perform is made on behalf of an organisation or body, the authority of the applicant for making such application must be stated and the person making application on behalf of the organisation or body will be liable to ensure compliance with these conditions of performance.

MGLC reserves the right to refuse any application to perform in its absolute discretion.

PERFORMANCE FEES

MGLC performance fees are variable based on the event circumstances and affiliations. The general rate for a concert performance is \$1,500. However, MGLC recognises that there may be circumstances where this fee may be varied, including community and charity events. We encourage those associated with such events to propose a variation in the fee.

An appropriate deposit is generally applied to all performance bookings.

Under MGLC's general policy of supporting community and not-for-profit organisations, an applicant may apply for a **subsidised performance fee**. Applications for a subsidised performance fee will be assessed by the Committee of Management of MGLC. Priority will be given to LGBTIQ+ community groups with activities that best meet MGLC's strategic direction.

Applications for a subsidised performance fee should be noted within the application. When providing subsidies, MGLC will consider (but will not be limited to) the following criteria:

- level of LGBTIQ+ community benefit;
- developing partnerships between MGLC and LGBTIQ+ community groups; and
- broadening the range of cultural opportunities available to members of the LGBTIQ+ communities

If a subsidised performance fee is granted for your event, the subsidy will be **recognised as a sponsorship** arrangement. The conditions of the sponsorship are outlined in the **PERFORMANCE RIDER** (attached).

PERFORMANCE REQUEST FORM



Please complete these forms and return to secretary@mglc.org.au

YOUR NAME	
YOUR ORGANISATION	
CONTACT NAME	
CONTACT EMAIL	
CONTACT PHONE	

TYPE OF EVENT			
DATE OF EVENT		TIME OF EVENT	
VENUE			
DURATION OF PERFORMANCE		NUMBER OF SONGS	
ADDITIONAL INFORMATION			

Does your venue provide a piano / full-sized digital piano?		Do you require MGLC to provide a full-sized digital piano?	
How many performers can your event accommodate? <i>ie – 30, 60, etc</i>			
Is this a free event?		Is this a ticketed event?	
Is MGLC permitted to sell merchandise at this event?		Does the venue have wheelchair access?	

If you are applying for a Subsidised Performance Fee (*See Performance Fees*) please provide information below in relation to the nature of your event:

Any other information you would like to provide?

On behalf of your event/organisation, please mark this box to accept the terms stated in the MGLC PERFORMANCE RIDER

MGLC PERFORMANCE RIDER

REVISED 12/3/2018

BILLING

Wherever publicised, we are to be strictly referred to as the **Melbourne Gay & Lesbian Chorus**. We advise the hirer to inform all hosts and marketing teams of this billing prior to any announcement of association.

SUBSIDISED PERFORMANCE FEE

If a subsidised performance fee is granted for your event, the subsidy will be **recognised as a sponsorship** arrangement. The conditions of the sponsorship may include one or all of the following:

- The provided MGLC logo and the wording "supported by The Melbourne Gay & Lesbian Chorus" must be used on all printed material such as posters, fliers, programs and signage.
- MGLC must be recognised as a sponsor on all promotional and advertising material prior to the event.
- MGLC signage is to be displayed at the event.

TO BE PROVIDED BY THE HIRER AT THE EVENT

- An appropriate and secure greenroom (or relevant) waiting area with suitable seating for at least twenty.
- Bottled / drinking water for all members and staff of MGLC
- Light snacks (such as biscuits, crackers and dip, etc) for events requiring MGLC to attend for greater than two hours.
- All audio equipment (excluding digital piano and amplifier) is to be provided by the hirer following consultation with the Chorus.

PERFORMANCE LICENSE

The hirer bears the responsibility of obtaining all necessary performance licences from APRA/AMCOS. If the applicant is charging an admission fee to the performance, a specific performance licence must be sought from APRA/AMCOS. If the performance is a public event and no admission is charged, it may not be necessary to obtain a licence but the applicant bears the onus of confirming this with APRA/AMCOS. The applicant must provide a copy of the appropriate performance licence to MGLC prior to the performance.

CANCELLATION OF BOOKING

Where the applicant withdraws the performance booking and notification is received in writing at least one calendar month prior to the performance, 50% of the deposit will be retained. Where notification of the booking withdrawal is received less than one calendar month prior to the performance, the full deposit will be retained.

AT THE EVENT

The Chorus has the approval to promote the organisation and upcoming projects through marketing materials such as fliers and brochures, and any digital displays which may be available at the event. MGLC also acquires the right to display pull-up banners in the foyer (or appropriate space) of the event.

TECHNICAL SPECIFICATIONS

MGLC has standard technical requirements, which must be supplied at the applicant's expense to facilitate the performance standard for which MGLC is renowned. All performance venues must be available for inspection by MGLC's Musical Director or their nominee at a reasonable time prior to the performance.