



EDINBURGH FESTIVAL FRINGE INFORMATION PACK 2017

SUMMERHALL

Open Minds Open Doors

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www.summerhall.co.uk/brochure

It was a great experience. The team was very responsive and helpful and we felt well cared for.

– Visiting Company, Fringe 2016

‘you could spend the entire three weeks at Summerhall and never be bored for a second’

– Lyn Gardner, Guardian, 2015

‘highly recommend Summerhall to other artists! It is a creative oasis of dramatic art in the chaos and emphasis on comedy of the festival’ – Visiting Company, Fringe 2015

‘one of the world’s great arts venues’ – Mark Cousins, Guardian, 2014

“It is astonishing to think that a venue which didn’t exist eight years ago is now the venue on the fringe at the moment.” – Joyce McMillan, quoted in The Stage, 2016

About

Summerhall occupies a central place in Edinburgh's art scene. It has won over 60 awards in its six years as a festival venue and was recently short-listed as Fringe Theatre of the Year by UK theatre magazine The Stage.

Since Summerhall took over the building from the University of Edinburgh's Royal (Dick) School of Veterinary Studies in 2011, it has opened its doors for creative projects from a wide range of artistic disciplines, including theatre, literature, visual art, music and film. The focus lies on high-quality experimental work that startles and surprises; work that stirs something inside the visitor and explores the potential of art.

With its unusual history and innovative programme, Summerhall provides a great alternative to Edinburgh's more traditional venues. The programme frequently presents the best new international work alongside British and Scottish artists. British and international programmers alike follow the Summerhall programme closely and, accordingly, many shows go on to tour (inter)nationally after playing in Summerhall.

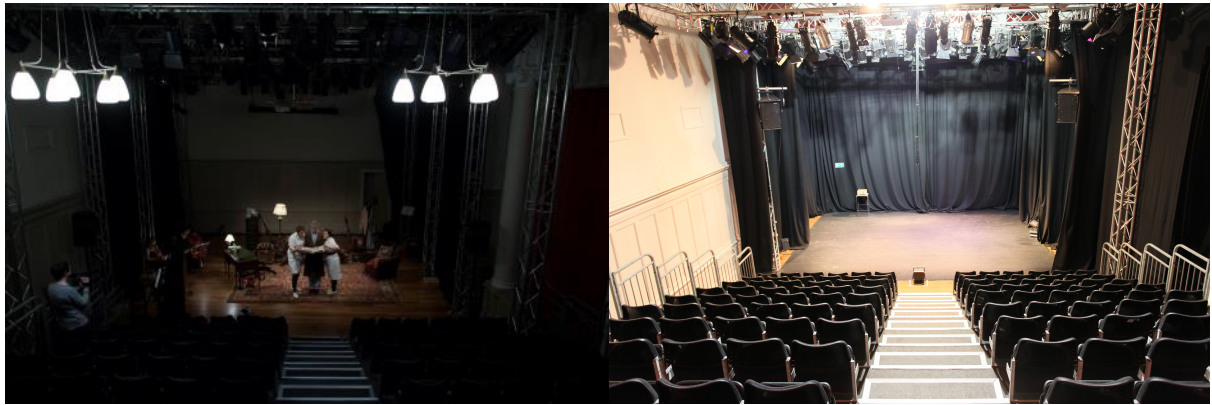
The building's history as a former veterinary school makes itself felt in the wide variety of spaces available for booking, each with their own charm. The venue also boasts its own brewery, distillery, pub, café and a buzzy festival courtyard. Summerhall has generated a loyal audience who are willing to try work in our programmes that is new to them.

Venue spaces

Summerhall is uniquely situated in a one hundred year-old veterinary school. We have spaces with a municipal feel, spaces with a post-industrial or medical feel, and spaces with a grand period feel.

Main Hall

For the Festival, the Main Hall seats an audience of 146 in traditional end-on format, and makes for a smart and flexible studio theatre. This space is accessible by lift.



Dissection Room

The name might conjure up something a little gruesome but Summerhall's Dissection Room is a handsome, large and unique space – creating a special atmosphere. Huge windows make up one side of the room and a small balcony (accessed by a steep wrought-iron spiral staircase) features around part of the room. The Dissection Room is blacked out and used primarily to present live music, including our Nothing Ever Happens Here... programme, and club nights, with its own bar for audiences. (This space can only be accessed by stairs)



Red Lecture Theatre

A cosy 70s lecture theatre complete with red lacquer tables and flip down seats. This space can double up as a cinema and is also the perfect room for more intimate performance, talks and panel discussions. There is a small projection/sound booth at the rear of the auditorium. Capacity: 84. This space can only be accessed by stairs.



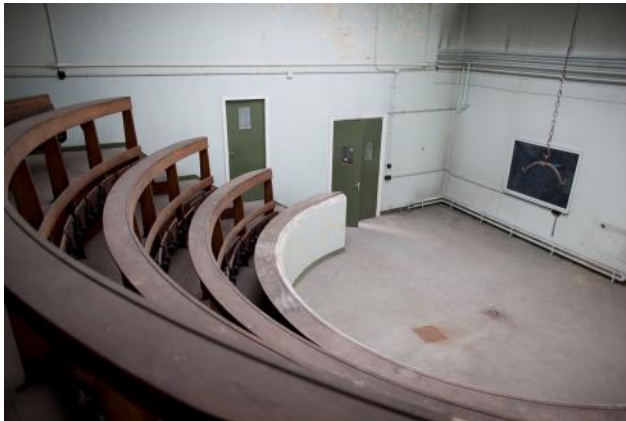
Anatomy Lecture Theatre

A truly memorable space - the Anatomy Lecture Theatre is an intimate room with a raised wooden horseshoe seating area. As well as offering a special atmosphere to performances with any themes related to education, to science, or to the past (or any other connection you can think of!) the Anatomy Lecture Theatre is also a very functional performance space, not least for the immediacy brought about by the height of the rake: actors tend to be at eye level with the front row. Capacity: 56. There is unstepped access to this space.



Demonstration Room

Similar seating to the Anatomy Lecture Theatre, but with a completely different atmosphere: the Demonstration Room is a stark and uniquely atmospheric space that gives audiences a powerful experience before the work even starts. Capacity: 58. There is unstepped access to this space.



Cairns Lecture Theatre

This simple and elegant space seats 100 people. The gently raked rows make it perfect for a wide range of events, though floor work can be less easily viewed. The purple seats and green carpet give the space an atmospheric retro vibe. This space can only be accessed by stairs.



Old Lab

The Old Lab is an unadorned, 'black box' space. For 2017, it will be configured end on with a capacity of 76. There is unstepped access to this space.



Basement/other spaces

At Summerhall we always try to accommodate work which doesn't fit easily into the typical Fringe slot. We have some spaces which can be used for installed or durational work – if you have a show which you think fits our programme but doesn't fit our spaces then please do apply and we'll see what we can do!

Offsite

We are also happy to work with companies to present suitable work at venues outside the Summerhall site.

Press and Marketing

The Fringe is a very competitive market, with thousands of shows competing for audiences. All companies need to be self-sufficient in terms of press and marketing and to work hard to reach audiences, but Summerhall will be there to support you.

Summerhall provides the following to participating companies, at no cost:

1. Inclusion within Summerhall festival brochure distributed throughout Edinburgh and the central belt
2. This brochure will also be posted to press, funders and arts industry contacts.
3. Inclusion within general Summerhall press releases
4. Inclusion on Summerhall Festival website
5. Advice on flyering
6. Advice on distribution and legal street poster campaigns

You should concentrate on marketing your own show and taking on 100 per cent of the press responsibilities; this way you will benefit from the additional expertise and help we offer.

Our highly experienced in-house PR and promotions team can also offer an additional bespoke PR and promotions service; please contact press@summerhall.co.uk for details and costs.

Comps

An allocation of complimentary tickets is held at both the Fringe and Summerhall box offices for press and arts industry.

Spaces: Preliminary Technical Information – Festival Fringe Set Up

This information is PROVISIONAL AND SUBJECT TO CHANGE. Please use this as guidance to consider a space for your event. The updated technical information will be sent in due course by the technical team.

Each space will be manned by a technician to support the smooth running of the space. However, the venue does not provide an operator unless specifically requested to do so, for which there will be a standard charge.

We can hire in additional technical equipment for all spaces, including additional lighting, sound and AV equipment, but anything over and above house specifications will be recharged to the company.

Fringe scheduling works on the basis of 1 hour shows, typically with 30 minutes in between for turnaround times. If your show has a different running time, or very specific technical needs, then we will obviously need to know about this well in advance. We usually offer all companies 4 hours of tech time to get set up in the space.

<p>Main Hall Max capacity: 146 on raked seating</p> <p>Room Dimensions: Length & Width: 16.9m x 8.5m = 143.65 m² Height: 7.1m to roof, 5.8m to bottom of truss structure. Stage: 8.5 x 7m + very limited wing space</p> <p>This is a fully blacked out theatre space.</p> <p>Accessible by lift.</p>	<p>Lighting: warm and cool generic front wash and sidelight, open white backlight, 4 x led moving washlights.</p> <p>Dimmable house lights</p> <p>72 x 2.5 Kw dimmers total</p> <p>Power 1 x 3 Phase 63 A (used for house moving lights & some dimmers)</p> <p>Audio Nexo PS15 PA with LS18 sub.</p>
<p>Dissection Room Max capacity: 150 seated 450 standing</p> <p>Room Dimensions: south end: Length & Width: 15.8m x 9.2m Height: 7.2m west end: Length & Width: 11.7m x 9.5m Height: 5.6m Total = 256.5 m² This will be a live events and music space.</p> <p>Access is by two flights of stairs (15 + 12)</p>	<p>Lighting: Mixture of Giotto 400 Spots and washes and Mac 600 washlights rigged on overhead truss. Various led pars Small stock of generics for basic stage cover</p> <p>Power availability tbc, 2x 63/3 phase which are shared with the house LX rig. Separate sound power on 16/1.</p> <p>Audio Substantial PA with effects capabilities and limited wired mics.</p>
<p>Red Lecture Theatre Max capacity: 84 seated on a raked seating bank</p> <p>Room Dimensions: Length & Width: 8.5m x 7.0m = 59.5 m² Height: 3.5m Stage: 8.0m x 3.3 m*</p> <p>The front row of seats is adjacent to the stage, if filled these will reduce stage depth by approx. 1m.</p>	<p>Lighting: Two colour warm and cool frontlight wash, open white sidelight, front and rear rows of led parcans for colour washes.</p> <p>20 x 2.5kw dimmers total</p> <p>Audio: Basic PA and mixer suitable for speech reinforcement and theatre sound effects. 1 vocal mic and laptop input cable supplied.</p> <p>Power 1 x 3 Phase 63 A + 1 x single phase 16A</p>

<p>This is a fully blacked out space with no natural light</p> <p>14 steps down to auditorium level, 2 further steps to closest seats.</p>	
<p>Anatomy Lecture Theatre</p> <p>Max capacity: 58 seated on semi-circular wooden tiers</p> <p>Room Dimension: Length & Width: 8.45m x 8.45m = 71.4 m² Stage: 8.30m x 2m stage with 3.4m x 3m thrust Height: 4.4m</p> <p>This is normally a blacked out space</p> <p>Unstepped access to venue. 4 steps to seating, depending on the show wheelchair users may be able to use a space at stage level.</p>	<p>Lighting: Two colour warm and cool frontlight and sidelight wash open white backlight wash. rear row of led parcans for colour washes.</p> <p>Dimmable house lights 20 x 2.5kw dimmers total</p> <p>Audio: Basic small PA and mixer suitable for speech reinforcement and theatre sound effects. 1 vocal mic and laptop input cable supplied.</p> <p>Power: 1 x 3 Phase 63 A, shared with any additional dimming.</p>
<p>Demonstration Room</p> <p>Max capacity: 58 seated in fixed semi-circular wooden tiers</p> <p>Room Dimension: Length & Width: 7.8m x 9.0m = 70.2m² Height: 6.0 Stage: 7.8m x 3.7m with 5.3m x 2.3m thrust</p> <p>Normally blacked-out space</p> <p>Unstepped access to venue. 2 steps to seating, depending on the show wheelchair users may be able to use a space at stage level.</p>	<p>Lighting Two colour warm and cool frontlight and sidelight wash open white backlight wash rear row of led parcans for colour washes.</p> <p>Dimmable house lights</p> <p>24x 2.5kw dimmers total</p> <p>Power 13a ring mains only</p> <p>Audio Basic small PA and mixer suitable for speech reinforcement and theatre sound effects. 1 vocal mic and laptop input cable supplied.</p>
<p>Cairns Lecture Theatre</p> <p>Max capacity: 100 fixed seats in gently raked rows of 10</p> <p>Room Dimension: Length & Width: 6.25m x 13.7m = 85.6 m² Height: 4.40m Stage: 6.25m x 3.43m or 6.25m x 4.40m</p> <p>Normally blacked-out space.</p>	<p>Lighting Two colour warm and cool front wash open white backlight wash front and rear rows of led parcans for colour washes.</p> <p>Dimmable house lights Dimmer spec tbc.</p> <p>Audio</p>

<p>Access via two flights of stairs. Additional stairs in auditorium.</p>	<p>Basic small PA and mixer suitable for speech reinforcement and theatre sound effects only. 1 vocal mic and laptop input cable supplied.</p> <p>Power 13A ring main only</p>
<p>Old Lab Max capacity: 76</p> <p>Room dimension: Length & Width: 10m x 10m = 100m² Stage: 5m deep x 8m wide</p> <p>Normally blacked-out space</p> <p>unstepped access from courtyard.</p>	<p>Lighting Two colour warm and cool stage wash rear row of led parcans for colour washes.</p> <p>Dimmable house lights</p> <p>Audio Basic small PA and mixer suitable for theatre sound effects. 1 laptop input cable supplied.</p> <p>Power 13a ring mains and 1 x single phase 16A</p>

Financial

Overview

Summerhall is an artist-led space and we pride ourselves on being able to make our arrangements suit you and your company's needs. As such, all arrangements will be made on a case by case basis, and we will always be as flexible as possible. However, in common with most other Edinburgh Fringe venues, we tend to offer a standard deal.

Our Typical Agreement

Should your application be successful, we will offer you a space, a timeslot and an idea of technical costs.

Our typical deal is based on a split of the box office 60% (to the show) and 40% (to the venue) versus a minimum guarantee to the venue. Summerhall will retain the pre-paid guarantee *or* 40%, whichever is greater.

The guarantee is required to be paid in advance – typically 10% is paid at the time of offer to reserve the slot and the remaining 90% is due by the end of May. Additional technical equipment must also be paid for in advance. If payments are not received by these dates, your space may be offered to another company. If you require a structured payment plan please enquire directly.

At the end of the festival we will total your Fringe and Summerhall Box Office Receipts and calculate the split. We will then pay you your share of the box office, less any amounts still owing to Summerhall. We typically receive settlement statements from the Fringe and Summerhall box office providers by the end of September, and aim to have all accounts cleared with companies by the end of October.

Both Summerhall and the Fringe box offices take 4% plus VAT of all tickets they sell as commission. The Performing Rights Society can take 3% plus VAT of total box office receipts to cover royalties should you use any music that is under copyright, so - for Fringe-registered shows - be sure to return the PRS form to benefit from the special arrangements the PRS makes with the Fringe.

What is Included

- We will register your show within the official Fringe Programme, recharging you at cost for the Fringe registration fee
- The price includes the hire of your timeslot within the venue's programme
- Sales via our box office system, which is linked to the Fringe box office
- A listing in the venue brochure (Summerhall prides itself on producing beautiful marketing materials) and on the website

- Press/marketing and technical support to get your show in, but not to operate
- Shared use of dressing rooms and (very limited) storage, and wireless internet access.

What is not Included

- Fringe Society registration fee
- Additional technical support, technical equipment hires beyond those that come as standard in the venue (please see section above)
- Additional time in the venue for set-up or get-out additional to that which is part of the contract
- There is also a separate charge if you wish to hire our street publicity or PR team.

A Note on VAT

VAT (Value Added Tax) is a UK tax on goods and services. VAT will therefore be charged on all relevant invoices from Summerhall.

FAQs

What is Summerhall? - Located in the former Royal (Dick) School of Veterinary Studies in Edinburgh, Summerhall is a year round home for theatre and gallery spaces, libraries, small museum, educational and research programmes, and artist and film studios.

What sort of shows do you programme? - We are happy to receive applications to present work in all forms – theatre, dance, music, circus, literature, visual art and anything in between. We don't generally programme stand-up comedy, but are happy to consider applications for comedy shows that believe they would fit into the Summerhall style and ethos: in shortest form this can be summarised as a focus on artistic excellence coupled with an awareness of form and context.

What are the dates of the 2017 Fringe? – The 2017 Edinburgh Festival Fringe runs from Friday 4 – Monday 28 August. Summerhall's festival programme will run from **Friday 4 – Sunday 27 August**, with the option of preview performances on Wed 2 and Thu 3 August.

How can I find out more about performing at the Fringe? – The Edinburgh Festival Fringe Society has information about accommodation, budgeting, marketing, onward touring and much (much!) more at <https://www.edfringe.com/participants>

I want to come to Summerhall, how do I apply? - Please complete the Festival Application Form. Return this, along with any supporting materials you wish to include (we welcome links, DVDs, scripts, and anything else that will give us a sense of you, your company, your

past work and the work you are proposing) to either programme@summerhall.co.uk, or to the address immediately below. Please note that we cannot return any materials sent to us. Programme Enquiries, Summerhall, 1 Summerhall, Edinburgh, EH9 1PL

How should we choose our space? - There is information in this document about our key performance spaces. However, if you are unable to decide which would best work for your show, please simply say so and we will be happy to help. This won't affect how we assess your application. If you are able to visit Summerhall in advance of your application we would be glad to show you around the spaces. If your application is successful, we would encourage you to visit us in person at least once to gain a sense of your performance venue in particular and the building and organisation in general.

When will I hear from you? – We do receive many applications from companies to be part of the Summerhall programme, and inevitably it takes some time to go through them all. The programming process runs from January – April. When you apply you will receive an acknowledgement by email. Typically you will then receive a response which broadly lets you know how interested we are in presenting your show. Some companies are turned down at this stage, and others are offered a slot. But we will ask many more of you to hang on while we consider the balance of the programme as a whole and generally try to piece together the jigsaw! Most companies performing at Summerhall do register with the Fringe, so we will be working to the Fringe registration deadlines in mid-March and mid-April.

The Summerhall Team - Summerhall at Festival time is a big organisation, with around 100 staff going full tilt to make the venue work. However, there are several key people with whom you will be in contact during the confirmation process, all of whom will be happy to give advice about how to make the most of your time at the Fringe.