

**Geoffrey Doig-Marx and Tricia Arenson**  
Present  
**The Elan Awards Summer Dance Festival in**  
**Provincetown Mass August 21, 2010**

**Choreographers Guidelines for The Elan Awards Summer Dance Festival**

Please be aware that The Elan Awards Produce your work and that you need to be available for any dates and times listed below.

Please follow these guidelines closely. All the information that you need to apply for The Elan Awards Summer Dance Festival is in these guidelines.

All Choreographers applying to “The Elan Award Summer Dance Festival” must furnish the following.

- A. Press Kit including bio, choreography reel, 2 headshots, resume, reviews and a DVD of the completed pieces that you would like to apply to "The Elan Awards" Summer Dance Festival. If you intend to create a new piece for "The Elan Awards Summer Dance Festival" you must include written intention of your piece. Even if creating a new piece you still must include a DVD copy of your past work. You will be sent a confirmation electronically stating that your materials were received by us.
- B. Current mailing address.
- C. E-mail address. All of our communication will be via e-mail with the heading The Elan Awards in the subject field. This is the only way we find to give all the choreographers all the information at the same time.
- D. There is a \$25.00 application fee that must be included with your materials, additional \$75.00 Production Fee if you are selected. Money order's or checks only. Please make them out to The Elan Awards.
- E. You must include a self-addressed return envelope with your materials. The return envelope needs to be the same size as your materials. Please also include proper return postage. Any materials sent to us without a return envelope will not be returned. Choreographers selected will be contacted via telephone.

Please mail your materials to:

The Elan Awards Summer Dance Festival  
C/O Geoffrey Doig-Marx  
250 W 75th St #1D  
New York, NY 10023

Do not send anything with delivery confirmation. "The Elan Awards Summer Dance Festival will not sign to receive anyone's materials. Any and all materials that are hand delivered will be rejected. Do not call, fax, e-mail or have an associate contact us to see if we have made up our Elan Awards Choreographers Roster prior to any date listed in these guidelines. Please do not call, e-mail or send messages via the Production Team or any Honoree Board members to see where your dvd appears in the roster.

F. DVD's need to only have the intended pieces you want the board to view on it.

***All materials must be postmarked no later than \*June 12, 2010***

***Chosen Choreographers will be notified no later than July 26, 2010***

**The date of the performance is Saturday August 21, 2010. The show runs all day.**

If your work is chosen for The Elan Awards Summer Dance Festival

You will be given a half hour time slot. You are responsible for the housing and transportation of all your dancers. "The Elan Awards Summer Dance Festival" assumes no responsibility for Choreographers must meet all deadlines outlined by "The Elan Awards Summer Dance Festival" board. Your DVD's and press kits become part of The Elan Awards archives. All Choreographers must sign and return a release to The Elan Awards.

All Choreographers will approach the Producers/Elan Awards Staff with any questions that they may have and then address their dancers. The Elan Awards Producers will speak directly to the Choreographers. No dancers are to approach the Producers/Elan Awards Staff. No Choreographer will have a spokesperson that the Producers are to speak with.

The use of props is allowed, provided each Choreographer assumes responsibility for setting, striking, transportation and storage of the props. The prop set and strike time is limited to 30 seconds. There is no fly space for sets or backdrops.

Missed deadlines or appointments may result in being released from "The Elan Awards Summer Dance Festival".

All Choreographers and dancers will act in a professional manner. Any Choreographers or dancers who do not act in a professional manner when dealing with anyone on The Elan Awards Staff may be released from "The Elan Awards Summer Dance Festival". This may include inappropriate behavior at the run-thru and up to Showtime.

Due to the large number of dancers at The Elan Awards all dressing rooms are shared. Do not live in your dressing room, there is a large holding area for dancers. You must clear this area after your performance.

The goal of The Elan Awards Summer Dance Festival is to produce your work. We do not pay choreographers or reimburse anyone for any materials (rehearsal time etc.) that you may have purchased to complete your work. You are an independent agent, whose work will be shown within the framework of The Elan Awards Summer Dance Festival.

Choreographers will not use the name The Elan Awards or The Elan Awards Summer Dance Festival for exchange in goods, services or rehearsal space. Doing so will be an immediate dismissal from The Elan Awards Summer Dance Festival.

Choreographers will not thank or endorse any products in their bio's or in any written or spoken materials directly affecting The Elan Awards or The Elan Awards Summer Dance Festival.

### **Returning Choreographers**

Let us know that you are interested via e-mail. Send us a copy in writing of your idea. Include a check for \$75.00 made out to The Elan Awards. You can always be asked back but the same people do not come back every year. If you are not asked back this year you can always be asked back in the future. You can always apply any year. All choreographers are selected by the board. Please make sure that we have an updated Press Kit for you.

If selected for The Elan Awards Summer Dance Festival all choreographers must sign and return the following guidelines.

Choreographer is an independent and assumes all liability when dealing and or instructing their dancers.

Choreographers understand and expressly assumes all risks involved in connection with rehearsal and training for The Elan Awards Summer Dance Festival, including but not limited to risk of bodily injury occurring as a result of contact with other dancers, walls, equipment, floors, structural poles and other objects located in rehearsal space, in or near the theater, or dancers physical conditions, or physical limitations.

Choreographer waives all claims arising out of rehearsal, training, and performance for The Elan Awards Summer Dance Festival whether caused by the negligence breach of contract, or otherwise, and whether for bodily injury, property, damage or loss or other wise, which Choreographers may ever have against The Elan Awards/ The Elan Awards Summer Dance Festival ,its successors and assigns, and its officers, directors, shareholders, employees and agents, and their heirs, executors and administrators.

Acceptance of these guidelines means that Choreographer understands and assumes all risks.

I \_\_\_\_\_ have read and understand the guidelines for (print name) The Elan Awards/ The Elan Awards Summer Dance Festival

Signature: \_\_\_\_\_

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

The Elan Awards and Elan Awards Summer Dance Festival /Media Release form  
Choreographer Release:

I the below signed am a Choreographer who presented work in The Elan Awards/ The Elan Awards Summer Dance Festival 2010. I hereby give permission to have myself/my work videotaped and or photographed in conjunction with this performance. All rights to these videotapes and/or photographs are hereby released to The Elan Awards/ The Elan Awards Summer Dance Festival for their use in advertising and promotions for The Elan Awards/ The Elan Awards Summer Dance Festival and any future Elan Awards/ The Elan Awards Summer Dance Festival with or without the use of my name. I also understand that copies of the videotape/DVD and/or photographs will be used for publicity purposes and may be made available for purchase to those participating in The Elan Awards/ The Elan Awards Summer Dance Festival. I also give permission for the videotape and/or photographs taken of The Elan Awards/ The Elan Awards Summer Dance Festival to be aired on PBS or any websites, or in conjunction with any other media presentation. All releases are freely given to The Elan Awards/ The Elan Awards Summer Dance Festival without monetary compensation.

I understand that all rights to the videotape and or photographs are property of The Elan Awards/ The Elan Awards Summer Dance Festival and any participants in the videotape and/or photographs can be used in advertising in promotion with or without identifying specific people, companies or choreographers.

I, the below signed also understand that I was asked to participate in The Elan Awards/ The Elan Awards Summer Dance Festival and any person that worked on/and or performed in my project and/or piece was contacted by me and asked to become a part of my program. I understand that any performer who worked for me is my responsibility, and I release The Elan Awards and any company working with The Elan Awards/ The Elan Awards Summer Dance Festival from any responsibility in conjunction with any person who was hired by myself to approach The Elan Awards/ The Elan Awards Summer Dance Festival and demand any monetary compensation. Any image that appeared as part of my work in photographs and/or as part of the videotape/DVD is my sole responsibility.

Choreographers Signature \_\_\_\_\_

Print Name \_\_\_\_\_

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