



REQUEST FOR QUOTES MIEVEAL PERFORMERS & PRESENTERS - UPPER CANADA VILLAGE'S MIEVEAL FESTIVAL

BACKGROUND

Once a year, the St. Lawrence Parks Commission (SLPC) hosts a three-day Medieval Festival at one of the historic attractions it operates, Upper Canada Village. Each June, in fields adjacent to Upper Canada Village, a large medieval encampment-like setting is temporarily erected, brimming with both entertaining and educational experiences. The grounds are brought to life with a well-rounded host of hired medieval characters including soldiers, civilians, artisans, buskers, magician, actors, animal keepers, musicians, dancers and comedic jesters, Numerous tents, stages, weapons of war and other props complete the setting, and a marketplace with a variety of medieval vendors adds to the festivities. The feature attraction of the festival each year is the exciting action-packed entertainment put on by a colourful troupe of Jousting Knights on horseback.

IMPORTANT: To achieve a rich and festive Medieval atmosphere on the grounds, Upper Canada Village looks for performers and presenters who are talented/knowledgeable at their respective craft, appropriate in Medieval dress and demeanor, and whose overall onsite presence provides a highly engaging and visual impact to the setting.

Upper Canada Village's Medieval Festival has seen over 10,000 visitors over the course of the three-day event. The Festival is attended primarily by families on Saturday and Sunday, and by groups of students aged 8 to 10 on Monday.

2019 Medieval Festival Dates:

Saturday, Sunday & Monday, June 8, 9 & 10

Festival Hours:

9:30 a.m. to 5:00 p.m. Saturday and Sunday

9:30 a.m. to 3:30 p.m. Monday

Location:

Upper Canada Village
c/o St. Lawrence Parks Commission
13740 County Road 2
Morrisburg ON K0C 1X0

PLEASE SEE ATTACHED FOR DETAILS ON WHAT TO PROVIDE IN YOUR QUOTE.

QUOTE PERFORMANCE DETAILS –

The St. Lawrence Parks Commission (SLPC) is inviting qualified **MEDIEVAL PERFORMER(S) OR PRESENTER(S)** to submit a detailed quote to potentially participate at Upper Canada Village's Medieval Festival (should an opening present itself for either additional or replacement acts to what is already in the current cast of characters). Your quote will be evaluated on how well you meet a variety of requirements as outlined below. Fees and compensations will also be taken into consideration but may or may not be a deciding factor. For this reason, **please respond to each of the requirements listed below in as much detail as possible on your quote.**

1. CONTACT INFO

Please provide your full name and contact details (email and phone number).

2. PERFORMER/PROFESSIONAL NAME

Please provide the "performer" or professional name of you or your group.

3. OTHER MEMBERS (if applicable)

Please provide the name(s) and/or number of any other presenter(s) who will be in attendance as a Medieval character with you at the Festival, and his/her role(s).

4. PERFORMANCE/PRESENTATION STYLE

Please describe the type of Medieval-themed performance or presentation you provide:

- a) Format –describe whether scheduled-style stage show, wandering presentation, ongoing stationary demonstrations, live action fighting, encampment living, other, etc.
- b) Style – Comedy, musical, acting, acrobatic, educational, demonstration-style, etc.
- c) Knowledge of Medieval period and/or Medieval references in your act
- d) Visitor participation/ interaction opportunities you offer
- e) Lunch and/or break requirements
- f) Indicate the Medieval time period(s) & geographic/cultural origin(s) your act represents

5. WHAT ITEMS YOU BRING AS PART OF YOUR PERFORMANCE/PRESENTATION ON SITE

Please describe any props, equipment, animal(s), materials, shelter or other visual aids or sound devices you would be bringing as part of your participation/performance.

6. WHAT UPPER CANADA VILLAGE NEEDS TO PROVIDE TO YOU OR YOUR GROUP

Please describe all space requirements you would expect Upper Canada Village to provide for your performance or presentation. (i.e. size of area needed to perform, any staging, shelter, sound, access to power, etc.)

7. PHOTOGRAPHS AND/OR VIDEO

Please provide 2 or more photographs and/or video links that best depict your performance, (we are looking to see your full costume(s) and space set up, a snapshot of your performance or presentation "in action" in a festival setting if possible).

8. TRAINING/EXPERIENCE

Please tell us about your training and/or experience performing or presenting in a Medieval themed setting, including number of years, the places or festivals you have performed at, experience working with other performers, any awards, ratings or acknowledgments received, etc.

9. REFERENCES

Please provide two or more references.

It is mandatory that performers and presenters who participate in Upper Canada Village's Medieval Festival as described above are in full character (costume) at the festival ALL 3 DAYS it is open. Participating performers and presenters will be asked to sign a model release form. It is up to performers and presenters to acquire any appropriate insurance as required for their style of performance/presentation for themselves and/or members of their group.

QUOTE REMUNERATION DETAILS -

Please provide you or your group's fee and/or other compensation for participating as outlined above, for all three days of the festival in 2019.

1. **Fee and Payment Terms:**
(Please include HST number if applicable)
2. **Who the cheque would be payable to:**
(Please include full name and complete address)
3. **Other compensation (if applicable):**
(in addition to your fee above)

PLEASE EMAIL YOUR QUOTE UNDER SUBJECT HEADING "MEDIEVAL PERFORMERS PRESENTERS"

NO LATER THAN: February 19, 2019

(Quotes submitted under this subject heading are for consideration should an existing 2019 act not be filled)

TO jancis.sommerville@parks.on.ca

SUCCESSFUL BIDDERS WILL BE NOTIFIED BY THE END OF FEBRUARY, after which a contract will be prepared for signature as final confirmation of participation.