



WAXWORKS
IN RESIDENCY AT TRISKELION ARTS

APPLICATION PROCESS + SHOWCASE GUIDELINES

To apply, fill out the attached application form accurately, submit all required materials, and include a check (payable to *Williamsburg Art neXus Inc.*) for your **NON-REFUNDABLE** application fee of \$30 (to cover processing your application) by **MONDAY January 9th, 2012** to:

Xan Burley, attn: WAXworks
56 Hawthorne Street, #2
Brooklyn, NY 11225

Once your application has been processed, we will contact you with your performance date and answer any additional questions. To secure your slot you must send a \$20 production fee within 7 days of receiving your acceptance email. This fee covers a portion of the costs assumed by WAX for marketing materials, performance space rental, production crew, video documentation and duplication for your showcase.

Artists are expected to leave their schedule open from **2pm-10pm on the dates of the showcases they indicate**. (You are required to list both a first and second choice for performance dates as we cannot always accommodate first choices). You will be given a 30 minute tech time slot to rehearse, set cues, and run the piece the day of the performance – *there is no dress rehearsal, and tech times are non-negotiable!* Remember that this is a shared evening and very extensive technical needs can be time-consuming and troublesome. You only have 30 minutes to tech your piece and 3 or 4 minutes before and after you perform to set-up or tear down. It is best to simplify and be prepared! **The showcase begins at 7:00 pm.**

WAXworks is a program produced by WAX and as such Triskelion Arts should ***not be contacted with questions related to the WAXworks program.*** However, we do encourage you to contact Abby Bender at 718.599.3577 or visit the Triskelion Arts website at www.triskelionarts.org for your rehearsal needs or to find out more about their space. If you have any questions about the WAXworks program, application process, or Triskelion guidelines please contact WAX directly either via email to waxworks@wax205.com or by voicemail at 718-599-7997.

An application without the signed and dated liability waiver (Page 4) or the \$30 application fee will NOT be accepted

*******Applications must be in the office on MONDAY, January 9th, 2012!*******
No hand deliveries or exceptions!
Slots fill fast – please plan accordingly!

Thank you for choosing WAX to be a part of your artistic process, we look forward to working with you!

Sincerely,

Xan Burley, WAXworks Producer
Alex Springer, WAXworks Associate Producer
Lanileigh Ting, WAX Executive Director



WAXWORKS
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Spring 2012 WAXworks Dates:

Feb. 19 th	May 20 th
March 25 th	June 24 th
April 22 nd	

** All Showcases are on Sundays at 7pm**

APPLICATION

DEADLINE: in office by January 9th, 2012

PLEASE FILL OUT THIS FORM AND SUBMIT YOUR MATERIALS TO
Xan Burley, attn: WAXworks, 56 Hawthorne Street #2, BROOKLYN, NY 11225
 MAKE SURE TO INCLUDE YOUR NON-REFUNDABLE \$30 APPLICATION FEE
 * CHECKS SHOULD BE MADE PAYABLE TO WILLIAMSBURG ART NEXUS, INC.*

Applicant Info: (the information you provide below will be used for press materials. Please print your name legibly and as it should appear)

Name: _____ Phone 1: _____ circle one:
 home cell work vm

Address: _____ Phone 2: _____ home cell work vm

_____ Email: _____

Name/Company: (as it should appear on all marketing materials) _____

Month You Would Like to Perform: (you MUST enter TWO dates) 1st Choice _____ 2nd Choice _____

Program Info:

Title of Piece: _____ Length (min/sec): _____ (max. of 12!)

Name(s) of choreographer, creator, writer, director, etc. (please specify):

Performers: _____

Music (if recorded, please include the composer, performer, and label):

Costumes/ Set (designed by, created by, etc):

Additional Credits/Notes (funding, collaborators, upcoming shows, LIMIT 2 Lines):



APPLICATION REQUIREMENTS

All applicants ***must*** submit a press kit: We ask for your current press kit to offer you feedback, constructive criticism and positive reinforcement on it. Send whatever you have!

A good press kit usually includes the following (you can use this as a checklist):

- _____ 1: **Business Card**
- _____ 2: **Resume**
- _____ 3: **Bio**
- _____ 4: **Artist Statement or Mission Statement:** (*this should reflect your creative philosophy, i.e. your creative process, what you as an artist are focusing on. Mission statement should be 3 sentences or less, artist statement no more than 1 page.*)
- _____ 5: **Reviews or Listings** (*newspaper, magazine, online articles, etc.*)
- _____ 6: **Past Press Materials** (*this may include programs, postcards, or press releases*)
- _____ 7: **Photos** (*no need to supply us with originals, professional copies will suffice.*)

Required materials for WAXworks (these would be part of any good press kit as well):

- _____ 1: **Project Description** (*Dance, theater, performance art, music, multi-media, etc. Is it funny, serious, abstract, satirical, dark, goofy? This information will be used to create show order as well as give our lighting designer some insight to your design needs: mood, perhaps a color for lighting, very specific details so that we can visualize your work.*)
- _____ 2: **Technical Information** (*Do you have any props, sets, special needs etc? WAX must be informed of any objects, small or large, that will be placed on the stage. Hard soled shoes, glass, incendiaries, food, or liquid are not permitted on the Triskelion Arts Stage; soft soled shoes will be permitted at the discretion of the Technical Director of Triskelion Arts. Please have ALL music on one CD for tech and performance and bring a back up disc in case. iPods/computers not acceptable!*)

Before you send in your application, does it include:

- _____ 1: **Your *completed* application** (with all pertinent information)
- _____ 2: **Signed waiver** (pg. 4)
- _____ 3: **\$30 non-refundable application fee** (cash or check made out to Williamsburg Art neXus, Inc.)
- _____ 4: **Press kit** (in a folder please!)

*****DO NOT SUBMIT WORK SAMPLES – They will NOT be viewed*****

Liability Waiver (*required*):

The renter agrees that the Williamsburg Art neXus, Inc. and Triskelion Arts are hereby indemnified and held harmless from and against any and all injury or damage or loss of any theatrical properties or materials owned, rented or brought into Triskelion Arts by the participant or any other persons performing with or assisting the participant. Neither the participant nor any other persons performing with or assisting the participant shall look to the Williamsburg Art neXus, Inc. or Triskelion Arts for reimbursement in the event that any such loss or damage should occur to these properties or materials while on the premises of Triskelion Arts. Neither the participant nor any other persons performing with or assisting the participant will proceed against the Williamsburg Art neXus, Inc. or Triskelion Arts (1) in any attempt to reclaim property value for any such loss or damage, including any such loss or damage due to fire, or (2) with a claim relating to an injury to the person of the participant, any other persons performing with or assisting the participant, or any member of the audience.

The applicant by their signature acknowledges that they have read and understand the above liability waiver and Triskelion Arts Rules and Regulations, and in so signing below, signify their agreement to be bound by those terms.

Applicant Signature

Applicant Name (please print)

Date



WAXWORKS CHEAT SHEET (READ ME, KEEP ME, LOVE ME)

The WAXworks staff asks that you be as informed and prepared as possible for your showcase. Use this cheat sheet to remind you of WAX's procedures and protocol. We look forward to working with you in the near future. Please do not hesitate to email waxworks@wax205.com or call 718-599-7997 with any questions or concerns. See you soon!

Thank you!
The WAX Staff

WHAT YOU GIVE:

- A \$30 application fee, cash or check payable to Williamsburg Art neXus, Inc. (NOT WAXworks).
- A **COMPLETE** application, received in-office by *January 9th, 2012*. NO HAND DELIVERIES!
- Your press kit, in its current phase, IN A FOLDER!
- A \$20 participation/production fee, cash or check payable to Williamsburg Art neXus, Inc. due 7 days after you receive your acceptance email.
- Promote & get your audience to the show.
- Your FULL availability from 2-10pm on showcase date.
- **12 minutes** or less of work.

WHAT YOU GET:

- Critical feedback on your press materials.
- Facebook event and Constant Contacts e-blast.
- Press releases sent to major NYC publications.
- 30-minute tech rehearsal slot on the day of the showcase.
- Tech Director, Lighting Designer, Front of House staff, & Box Office staff for the showcase.
- A broad and varied audience to see your work.
- Present **12 MINUTES** maximum of your work on a professional stage with full technical capacity.
- Anonymous audience feedback – comment cards!
- A titled DVD of your piece, 3-4 weeks after the showcase.

Triskelion Arts has generously offered their 42' deep x 30' wide permanent sprung wood floor (sometimes covered in marley) black box theater for use by the WAXworks program. Out of respect to their beautiful space, please carefully consider and make sure to familiarize yourself with their performance guidelines listed below. If you have any questions please do not hesitate to contact us for clarification - no question is too small or nitpicky!

Rules & Regulation of Triskelion Arts:

- Triskelion Arts furnishings (e.g., lights, platforms, chairs, boxes, etc.) are not to be moved without prior consent of Triskelion Arts production staff.
- Spray painting of shoes, props, etc. is prohibited in the building.
- Lobby and halls are not available for the hanging of photos, displays, or exhibits.
- Eating and drinking are prohibited in the theater and studio and must be confined to the lobby area and dressing room.
- Smoking is prohibited.
- Triskelion is not liable for any theft of or damage to any props, costumes, equipment, or personal belongings left on the premises.
- The stage floor must not be abused. Do not puncture, scratch, or stain it.
- No rosin may be used under any circumstance.
- Powder must not be applied directly to the floor-theatre, studio, or lobby. Bring a box or towel to put powder on.
- There will be a \$20 rental fee for anyone who uses Triskelion's projector, payable directly to Triskelion. You are not permitted to use your own.
- **ATTENTION:** Triskelion Arts and the WAXworks program cannot guarantee silence in the building during your performance.