



EDINBURGH FESTIVAL FRINGE INFORMATION PACK 2022

SUMMERHALL

Open Minds Open Doors

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summerhall.co.uk

This year's visit to Summerhall was a breath of freshness, after 16 months of restricted activity. In terms of safety, it was very encouraging and reassuring. Artistically, it was a delight. My show was impeccably managed technically. Stewards were cheering and interested in the show. Audiences were put at their ease.

I was made welcome at Summerhall. And felt at home.

Visiting Company, Fringe 2021

It has become the must-play venue of the Fringe - consistently good and interesting work across the venues and a great gathering place.

Visiting Company, Fringe 2019

We really liked the fact that staff were properly paid, worked sensible hours and knew their job. All venues should be like Summerhall. It felt like being part of a family.

Visiting Company, Fringe 2018

Summerhall isn't just an extraordinary place to see theatre with a programme of unequalled dimension, but a village, a community, a place to feel – however fancifully – that you belong, among all the madness.

Andrzej Lukowski, The Stage, August 2017

About

Summerhall occupies a central place in Edinburgh's art scene. It has won multiple awards in its ten years as a festival and year-round venue, most recently **Outstanding Venue at The Herald Scottish Culture Awards 2019**.

After the cancellation of Fringe 2020 and a radically scaled-down 2021 Fringe, we are looking forward to being able to welcome more artists and audiences back to Summerhall in 2022. We want to use the experience of the last 2 years to make Fringe 2022 a kinder and gentler experience for everyone involved, within the limits of our financial and organisational capacity.

Summerhall is a year round venue presenting work from a wide range of artistic disciplines, including theatre, literature, visual art, music and film. The focus is on high-quality, engaged, experimental work; work that has something to say about the world and is saying it in an interesting way. Our Fringe programme presents a mix of international work with work from British and Scottish artists. Summerhall has built a loyal audience who are willing to try work in our programmes that is new to them, and is popular with programmers looking for work for onward touring.

The building's history as a former veterinary school makes itself felt in the wide variety of performance spaces, each with their own charm. Summerhall also has its own brewery, distillery, pub, café and a buzzy festival courtyard.

Access

Summerhall welcomes D/deaf and disabled customers and is committed to improving access to the building, exhibitions, performances and events. Summerhall has achieved Level Two (of 3) of the Edinburgh Festival Fringe Society's Venue Access Award. This pack includes access information for all our performance spaces.

Thanks to an award from the Fringe Artist and Venue Recovery Fund, we are able to offer support for captioned and BSL interpreted performances at Fringe 2022. We are keen to work with visiting companies who wish to present accessible performances. The Fringe Society's website has useful information about including accessible performances in your Fringe run - <https://www.edfringe.com/take-part/putting-on-an-accessible-show>

Fair Fringe

Summerhall supports the Fair Fringe Charter. All Summerhall employees - permanent and seasonal - are paid the Real Living Wage or above.

Sustainability

Summerhall is a member of the Green Arts Initiative and doing its best to minimise the environmental impact of the festival. [Read more](#) about our sustainability initiatives on our website.

Venue spaces

Summerhall is uniquely situated in a one hundred year-old former veterinary school. Rather than purpose-built theatres we have some interesting atmospheric spaces which we kit out for Fringe.

Main Hall

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



Red Lecture Theatre

A cosy 70s lecture theatre complete with red lacquer tables and flip down seats. This space works well for performances using projection and is also a great space for more intimate shows where the performers need a close connection with the audience. There is a small projection/sound booth at the rear of the auditorium. Capacity: 84. Lift access is available to this space but there is only 1 space for a wheelchair user due to fire refuge restrictions.



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, 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: 58. 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. There are several rigging points suitable for aerial theatre and circus performance in the space. Capacity: 58. There is unstepped access to this space.



Cairns Lecture Theatre

This simple and elegant space seats 100 people. The gently raked rows work well for a wide range of events, particularly spoken word and small-scale theatre. The purple seats and green carpet give the space an atmospheric retro vibe. Wheelchair access to the Cairns is possible but must be arranged in advance.



Old Lab

The Old Lab is an unadorned, 'black box' space. It is configured end on with a capacity of 92. There are two sets of aerial points in this space: one centre stage and one mid-stage left. There is unstepped access to the Old Lab.



TechCube Zero

TC0 (TechCube 0) is the ground floor of the TechCube tower at the North West corner of the Summerhall site. It is a low, long, narrow room which is configured as an end on black box studio with a capacity of approx. 90. There is unstepped access to this space.



Dissection Room

The Dissection Room is used primarily to present live music, including our Nothing Ever Happens Here... programme, and club nights, with its own bar for audiences. There is lift access to the Dissection Room.



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.

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 deals are made on a case by case basis, and we will always be as flexible as possible. This pack covers our typical standard deal and explains how it is calculated.

Our Typical Agreement

Should your application be successful, we will offer you a space and a timeslot.

Our typical deal is based on a split of the box office income 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 minimum guarantee equates to what Summerhall expects/hopes our 40% share should be. We base that on 50% of capacity.

We also require a contribution towards our marketing costs (see p9) and you will need to pay for any technical equipment beyond the standard spec of the space.

The guarantee and marketing contribution are payable in advance – typically 10% of the guarantee is paid at the time of offer to reserve the slot and the remaining 90% is due by the end of May. If this represents a cashflow issue for you and you need a structured payment plan then please ask. Additional technical equipment must also be paid for in advance. If payments are not received by the agreed dates, your slot may be offered to another company.

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. Both Summerhall and the Fringe Society charge a fee for ticket stock and credit card services, based on 4% of the gross box office, which will be deducted before the split is calculated. 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.

What is included

- Your timeslot within the venue's programme.
- Sales via our box office system, which is linked to the Fringe box office.
- We will register your show in the Edinburgh Festival Fringe Programme, recharging you at cost for the Fringe registration fee.
- Press and marketing support for the programme as a whole, not specifically for your show.
- Technical support to get your show in, but not to operate.
- A basic level of technical equipment as detailed in the venue specifications.
- Shared use of dressing rooms and (very limited) storage.

What is not included

- Fringe Society registration fee – see <https://www.edfringe.com/take-part/putting-on-a-show/registration> for current rates.
- Additional technical support or technical equipment hires, beyond those that come as standard in the venue.
- Additional time in the venue for set-up or get-out additional to that which is part of the contract.
- Marketing contribution (see p9)
- There is also a separate charge if you wish to hire our street publicity or PR team.
- Charges for the use of music in your show levied by PRS/PPL.

VAT

VAT (Value Added Tax) is a UK tax on goods and services. VAT will therefore be charged on all relevant invoices from Summerhall. In line with VAT Notice 701/47 Admission Charges to Cultural Events Summerhall is exempt from VAT on ticket sales and related charges and thus does not charge VAT on tickets nor therefore pay VAT on top of any box office pay-outs at the end of the festival. If you are VAT registered, you will need to account for your box office receipts accordingly.

Artist Awards and Support

Summerhall has a number of reciprocal programming arrangements with partner festivals and awards to help artists undertake a Fringe run. For 2022 these are:

- The Mary Dick Award in association with Birds of Paradise

Supported by the Fringe Artist and Venue Recovery fund and by donors to Summerhall's 2020 Fringe Crowdfunder.

The Mary Dick Award offers a supported run as part of Summerhall's 2022 Fringe programme for a d/Deaf or disabled artist or d/Deaf or disabled-led company, including a £6k cash award, the Fringe registration fee, a 70/30 box office split in favour of the company, with no minimum guarantee, and in-kind technical and marketing support from Summerhall. Acclaimed disabled-led company Birds of Paradise will offer mentoring and support to the successful applicant.

- The Meadows Award

Supported by donors to Summerhall's 2020 Fringe Crowdfunder.

The Meadows Award offers a supported run as part of Summerhall's 2022 Fringe programme for an artist of colour basing their practice in Scotland, including a £5k cash award, the Fringe registration fee, a 70/30 box office split in favour of the company, with no minimum guarantee and in-kind technical and marketing support from Summerhall.

- The VAULT Award

Supported by the booking fee rebate from Fringe 2021.

The VAULT Award offers a supported run as part of Summerhall's 2022 Fringe programme for an artist or company from the VAULT Festival programme 2022, including a £1k cash award, the Fringe registration fee, a 70/30 box office split in favour of the company, with no minimum guarantee and in-kind technical and marketing support from Summerhall.

If you are eligible for and wish to be considered for any of the available awards in 2022 please tick the relevant box in Eventotron when you submit your application and add the additional information requested. The deadline for the Mary Dick Award and the Meadows Award is **Monday 14 February 2022 at midday**.

Our other regular awards are:

- Autopsy Award (show held over from 2020)
- Melbourne Fringe Tour Ready Award (show held over from 2020)
- La Manufacture Alliance Award (show held over from 2020)

Companies performing as part of Summerhall's Fringe 2022 programme will be eligible for the reciprocal awards with VAULT Festival, La Manufacture (Avignon) and Melbourne Fringe.

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. Summerhall will promote our programme as a whole and advise all our companies on how to make the best of your marketing campaigns.

Summerhall requires all companies to contribute to our Fringe festival marketing costs.

The marketing contribution is based on a 50p contribution per ticket on the company's share of projected sales for each venue space and will be as follows:

Basement/Off-site shows: £150+VAT

Anatomy Lecture Theatre/Demonstration Room: £250+VAT

Cairns Lecture Theatre/Red Lecture Theatre: £350+VAT

Old Lab/TechCube0: £400+VAT

Main Hall: £650+VAT

Summerhall intends to provide the following press and marketing services:

1. Inclusion on Summerhall Festival website, linked to Fringe website & box office system
2. Summerhall festival brochure
3. Inclusion in Summerhall social media (Followers: Twitter - 27k; Facebook – 21k Instagram – 13k)
4. Advertising campaigns for the programme as a whole with our media partners.
5. Summerhall press team who will promote the Summerhall programme as a whole to journalists, manage press ticketing, include your show in general Summerhall press releases and advise you on press and PR.
6. Summerhall marketing team who will advise on your marketing campaigns, promote the Summerhall programme as a whole and work with participating companies to build ticket sales across our Fringe programmes.
7. A street team offering flyering services (at additional cost to the company)

Comps

An allocation of complimentary tickets is generally 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 staffed by a technician to support the smooth running of the space. However, the venue technician is not there to operate shows 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. We regret that we must limit lighting equipment brought by companies to floormounted lights and unique practical effects because of space, turnaround time and set up time considerations. Companies may not bring wireless microphone transmitters or receivers. All wireless microphone equipment required must be hired in via Summerhall. All hired microphones will be assigned a licensed frequency ensuring that they should remain free of interference.

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 discuss this well in advance. We usually offer all companies 4 hours of tech time to get set up in the space (6 hours in the Main Hall).

<p>Main Hall Max capacity: 146 on raked seating</p> <p>Stage: 7m wide by 6m deep plus very limited wing space covered in black vinyl dancefloor.</p> <p>5.8m clearance to bottom of truss structure</p> <p>This is a fully blacked out theatre space. Stage sides and rear are lined with black theatrical drapes.</p> <p>Accessible by lift to first floor, then level access.</p>	<p>Lighting: warm and cool generic front wash and sidelight, open white backlight, 4 x led moving washlights. ETC Ion/EOS series lighting console.</p> <p>Dimmable house lights</p> <p>100 x 2.5 Kw dimmers total</p> <p>Audio: Full range system with subwoofers, digital sound desk. 4 Logic LM12 wedge monitors.</p>
<p>Red Lecture Theatre Max capacity: 84 seated on a raked seating bank</p> <p>Stage: Stage: 8.0m x 3.3 m flat floor covered in black vinyl dancefloor.</p> <p>Height to ceiling: 3.5m (approx. 2.8m clearance to light fixtures)</p> <p>The front row of seats is adjacent to the stage,</p>	<p>Lighting: Two colour warm and cool frontlight wash, open white sidelight, front and rear rows of led parcans for colour washes. Zero 88 FLX s24 lighting desk.</p> <p>20 x 2.5kw dimmers total</p> <p>Audio: 5.1 cinema surround system. Basic mixer suitable for speech reinforcement and theatre sound effects. Laptop input cable supplied.</p>

<p>if filled these will reduce usable stage depth by approx. 60cm.</p> <p>This is a fully blacked out space with no natural light. Rear stage wall is lined with black theatrical drapes.</p> <p>14 steps down to auditorium level, 2 further steps to closest seats. Accessible by lift, 1 wheelchair space may be available onstage depending on the show.</p>	<p>This space is normally used as a cinema; the tech booth is separated from the auditorium by soundproof glass, so may not be suitable for use by technical operators for all shows. We can make arrangements for a control position in the auditorium if this is vital during your run.</p>
<p>Anatomy Lecture Theatre</p> <p>Max capacity: 58 seated on semi-circular wooden tiers</p> <p>Stage: 8.30m x 2m stage with 3.4m x 3m thrust On flat floor covered in black vinyl dancefloor.</p> <p>Ceiling: 4.4m clearance</p> <p>This is a blacked out space with no natural light. No drapes, rear stage wall is white with green painted woodwork.</p> <p>Unstepped access to venue. 4 steps to seating, depending on the show wheelchair users may be able to use space onstage.</p>	<p>Lighting: Two colour warm and cool frontlight and sidelight wash, open white backlight wash. 4 led parcans (2 front, 2 back) for colour washes. Zero88 Jester TLXtra lighting console.</p> <p>Dimmable house lights 26 x 2.5kw dimmers total</p> <p>Audio: Basic small PA and analogue mixer suitable for speech reinforcement and theatre sound effects. Laptop input cable supplied.</p>
<p>Demonstration Room</p> <p>Max capacity: 56 seated in fixed semi-circular wooden tiers</p> <p>Stage: 7.8m x 3.7m with 5.3m x 2.3m thrust on flat floor. covered in black vinyl dancefloor.</p> <p>Height: 6.0 m max clearance</p> <p>3 no. 500kg rated point suitable for aerial performances.</p> <p>This is a blacked out space with no natural light. No theatrical drapes, Rear and side walls are grey painted concrete.</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 4 x led parcans for colour washes. Zero 88 FLX lighting desk.</p> <p>Dimmable house lights 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. Laptop input cable supplied.</p>

<p>Cairns Lecture Theatre Max capacity: 100 fixed seats in gently raked rows of 10</p> <p>Stage: 6.25m x 3.43m or 6.25m x 4.40m* on flat floor covered in black vinyl dancefloor. *with/without front row</p> <p>Height: 4.40m to ceiling, 3m to lighting bars.</p> <p>Blacked-out space with no natural light.</p> <p>Access via two flights of stairs. Additional stairs in auditorium. Lift access is possible but must be arranged in advance.</p>	<p>Lighting Two colour warm and cool front wash. Open white backlight and sidelight wash. Front and rear LED parcans for colour washes.</p> <p>Dimmable house lights. Zero 88 FLX s24 lighting desk.</p> <p>Audio Basic small PA and mixer suitable for speech reinforcement and theatre sound effects. laptop input cable supplied.</p> <p>Power 13A ring main only</p>
<p>Old Lab Max capacity: 92 on raked seating</p> <p>Stage: 5m deep x 8m wide flat floor. 4m clearance to lighting trusses. covered in black vinyl dancefloor.</p> <p>Two 500kg rated rigging points suitable for aerial performance, one stage centre, one mid stage left.</p> <p>Blacked-out space with no natural light. Bare black walls, no theatrical drapes.</p> <p>Unstepped access from courtyard.</p>	<p>Lighting Warm and cool stage wash Front and rear row of led parcans for colour washes. Open white rear and side lighting.</p> <p>Dimmable house lights</p> <p>MA2 onpc lighting console.</p> <p>Audio Nexo PS15 PA with LS1200 sub and small digital sound desk. Laptop input cable supplied.</p>
<p>TCO Max capacity: 120</p> <p>Stage: 7m by 5m at 200mm height covered in black vinyl dancefloor. 2.6m clearance to lowest fixed point above stage, 2.9m to lighting bars.</p> <p>Blacked-out space with no natural light. Theatrical blacks to side and rear of stage.</p> <p>Unstepped access from front entrance.</p>	<p>Lighting Two colour warm and cool stage wash, front and rear row of led parcans for colour washes. ETC Nomad with LXkeys lighting control.</p> <p>Dimmable house lights</p> <p>Audio Nexo PS15 PA with LS1200 sub and small digital sound desk. Laptop input cable supplied.</p>
<p>Dissection Room The Dissection Room is set up as a live music space.</p> <p>Max capacity: 150 seated depending on layout 450 standing</p>	<p>Lighting: Martin mac 700 profiles, Giotto 400 Spots and washes, mac 101 leds, various strobes, showtec sunstrips etc. Various led pars. Small stock of generics for basic stage cover.</p>

<p>Stage Dimensions: 4.2m deep by 7.3m wide at 600mm high bare black steeldeck stage.</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</p> <p>Access is by two flights of stairs (15 + 12) or by lift.</p>	<p>Audio D&B PA with monitor wedges for full live band.</p>
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FAQs

What is Summerhall? - Located in the former Royal (Dick) School of Veterinary Studies in Edinburgh, Summerhall is a year-round arts centre presenting visual art, live music and performance, a home to a thriving and eclectic community of residents, and a host venue for a diverse programme of events.

What sort of shows do you programme? - We are happy to receive applications to present work in all forms – theatre, dance, music, circus, spoken word 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: this can be summarised as a focus on artistic excellence coupled with an awareness of form and context. If you are considering bringing a show aimed at families with school-age children, then remember that Scottish schools start their autumn term in August. Edinburgh schools start back on Weds 17 August 2022.

What are the dates of the 2022 Fringe? – The 2022 Edinburgh Festival Fringe runs from Friday 5 – Monday 29 August 2022. Summerhall's festival programme will run from **Wednesday 3 – Sunday 28 August 2022**, with preview performances on **Wednesday 3 and Thursday 4 August 2022**.

How many performances should I do? – We'll consider proposals for short runs, but we recommend doing a full run if you possibly can. Not only does this make it easier for us to accommodate your show, it almost always makes for a more satisfying experience for the company. If you are here for the whole of the festival you have more opportunities to see other artists' work, to hone and refine your own show and of course to reach audiences.

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> We recommend that you check out their very helpful materials and sign up for their information emails.

I want to come to Summerhall, how do I apply? - Please complete the Festival "Proposal" tab on [Summerhall's Eventotron Festival 2022 page](#). Complete this as fully as you can and add any supporting materials you wish to include (we welcome links to video footage, reviews of past work, scripts, and anything else that will give us a sense of you, your company, your past work and the work you are proposing). If you need to apply in a different format for access reasons, please contact Tom on programme@summerhall.co.uk

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 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 December – March. When you apply you will receive an initial acknowledgement by email. You will then receive a further 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. We aim to have our programme confirmed by the end of March 2022.

Any Questions?

Please email programme@summerhall.co.uk if you have a question which isn't covered in this pack, and we will do our best to help!