



COCA SHOWCASE APPLICATION

Please Note - All **music** acts **MUST** apply online at: www.Sonicbids.com/cocanational. All other acts (comedy, variety, lecture, etc.) may apply online at Sonicbids or by using this form.

Below is specific information that COCA requires from all submitting artists. Please note that this process may take you up to 20 minutes to complete. In addition, you will need to submit a stage plot (unless you are a solo or duo act).

1. Stage Name of Act, Artist, or Lecturer:

2. Showcase Applicant

Please enter info about the person submitting this application:

Name: _____

Relation to Act (member, agent, etc.): _____

Tel. & Ext.: _____

Email: _____

Fax: _____

3. Please enter info about the person who books the act:

Booking Contact Name: _____

Booking Company (or Act if self-represented): _____

Tel. & Ext.: _____

Email: _____

Fax: _____

Act Website 1: _____

Act Website 2: _____

COCA Showcase Application 2014 – Non-Music Acts (cont'd)

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(or apply online at: www.sonicbids.com/cocanational)

Act Facebook Name & Page: _____

Act Twitter Handle: _____

4. Road Contact

Please enter contact info for road manager or artist him/herself:

Name: _____

Relation to Act (member, road manager, etc.): _____

Tel. & Ext: _____

Cell: _____

Email: _____

Fax: _____

5. Acknowledgement of Fees to Be Paid

By checking this box, I acknowledge my understanding that all artists submitting a hard copy COCA showcase application by courier or mail must also send the following cheques with their application:

B-1 Self-Represented Acts:

Cheque #1 - Non-refundable Showcase Application Fee - \$35 + \$4.55 HST = **\$39.55 CAD**

Cheque #2 - Associate Membership Fee – \$150.00 + \$19.50 HST = **\$169.50 CAD**

Cheque #3 - Showcase Fee – \$250.00 + \$32.50 HST tax = **\$282.50 CAD**

Cheque #4 - Conference Fee (incl. booth & delegate pass)

4-1. Conference Fee (incl. shared booth, 1 delegate) – exact amount varies per options on conference registration form – minimum \$290.00 + \$37.70 HST tax = **\$327.70 CAD**

OR

4-2. Conference Fee (incl. full booth, 2 delegates) – amount varies per options on conference registration form – minimum \$495.00 + \$64.35 HST tax = **\$559.35 CAD**

B-2 Represented Acts:

From the Artist

Cheque #1 - Non-refundable Showcase Application Fee - \$35 + \$4.55 HST = **\$39.55 CAD**

Cheque #2 - Showcase Fee – \$250.00 + \$32.50 HST tax = **\$282.50 CAD**

From the Agency or Company Representing the Act

Cheque #3 - COCA Membership Fee – \$350.00 + \$45.50 HST = **\$395.50 CAD**

Cheque #4 - Conference Fee (incl. full booth, 2 delegates) – amount varies per conference registration form – minimum \$495.00 + \$64.35 HST tax = **\$559.35 CAD**

Only Cheque #1 will be deposited upon receipt of your showcase application. Other cheques will be held until the results of the showcase selection process are known.

COCA Showcase Application 2014 – Non-Music Acts (cont'd)

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(or apply online at: www.sonicbids.com/cocanational)

The COCA Associate Membership form (Company or Artist) and the Associate Member Conference Registration form are available at the COCA Web site at www.coca.org. Click on Conferences – National Conference – 2014 National. See list of “Associate” forms at bottom of page.

6. Showcase Descriptions

Please see the document called **Showcase Descriptions** to read descriptions of the 8 showcase categories for artists to choose from. Go to www.coca.org. Click on Conferences & Meetings – National Conference – 2014 National. Scroll to the bottom section called “Showcase Info”.

7. Preferred Showcase Category

Please indicate the preferred showcase category for which this application is being submitted (no more than 1 category please):

8. Alternate Showcase Categories

If NOT selected to showcase in the preferred category above, I would accept being moved into the following other showcase categories (you may select more than 1):

- Mainstage Showcase
- DJ / Urban / Electronic Showcase
- Singer/Songwriter Showcase
- Comedy Showcase
- Variety Showcase
- Lecture Showcase
- Showcase MC
- Roving Artist Showcase
- None

(or apply online at: www.sonicbids.com/cocanational)

9. Showcases Open to the Public

In recent years, COCA has been running some of its showcases in public venues such as nightclubs to better mimic the campus pub situation. Often these public venues are made open to the public in order to fill the room and to create a warmer showcase atmosphere. If your act is selected to showcase, do you agree to allow members of the general public to be present during your showcase (select 1 only)?

Yes OR No

10. Performance History

a. Please attach a list of **campus dates** the attraction has played during the past two years (state "none" if zero) – maximum 15 dates please:

b. Please attach a list of **COCA conferences** at which the attraction has showcased in the past two years (state "none" if zero):

(or apply online at: www.sonicbids.com/cocanational)

13. COCA Conference Policies

Please see the document called **Policies**. Go to www.coca.org. Click on Conferences & Meetings – National Conference – 2014 National. Scroll to the bottom section called "Showcase Info".

I hereby agree to COCA's Conference Policies as stated here.

14. Production Questions

List equipment brought by act (all instruments, props and sound equipment):

List any special staging or lighting requirements (COCA will provide sound and general stage lighting):

By checking this box, I understand that other than sound, lighting and normal stage equipment (backline), COCA will not be financially responsible for any special equipment required by attraction. I also understand that my act **MUST** use backline gear provided by COCA to facilitate stage changeovers.

15. Usage of Biographical Information

Please see the document called **Use of Bio Info**. Go to www.coca.org. Click on Conferences & Meetings – National Conference – 2014 National. Scroll to the bottom section called "Showcase Info".

I hereby agree to the statement regarding Usage of Biographical Information.

16. Video

Please indicate web addresses so the selection committee can review your audio and video:

17. Stage Plot

If you have more than two performers on stage, please attach a copy of your stage plot.

(or apply online at: www.sonicbids.com/cocanational)

18. Backstage Passes

Names of management (max. 2)

19. On-Stage Names

How many artists appear on stage? _____

Please Name All Stage Members of Your Act & Instruments:

20. Technicians

Do You Need any of the Following? (Please circle Yes or No for each one.)

Sound Technician: YES NO

Light Technician: YES NO

Monitor Technician: YES NO

See Next Page for Submission Details

(or apply online at: www.sonicbids.com/cocanational)

21. Submission Details

This form and any attachments must be submitted electronically as email attachments. This form is available in 2 formats – MS-Word and Fill-able PDF. Both are posted on the 2014 National Conference web page under “Showcase Info” at the bottom.

<http://www.coca.org/en/conferences-meetings/national-conference/2014-national-niagara-falls/>

Your completed form and any attachments must have these elements in the file name: COCA14, ShowcaseAppln, and the name of your act.

The completed form must be emailed to:

cocaoffice@coca.org

If you do not receive an acknowledgement by email that your application was received, please call the COCA office at Tel: 519-690-0207 and leave a detailed message with your name, the name of the act, and your phone number.

22. Payment Options

Please refer to Section 5 above for payment details which depend on your status as “Represented” act or a “Self-Represented” act.

You may submit a **series of cheques** as indicated in Section 5 **OR**, you may complete a **COCA Credit Card Authorization Form** indicating a series of payments. Only the showcase application fee will be processed immediately. All other payments will depend on the results of your showcase application.

A Credit Card Authorization Form can be found on the 2014 National Conference Page under “Artists/Associates” at the bottom.

<http://www.coca.org/en/conferences-meetings/national-conference/2014-national-niagara-falls/>

If you are paying by cheque, please send cheques and a printed copy of this form

BY MAIL OR COURIER TO:

COCA Showcase Selection
509 Commissioners Rd. W., Suite 202
London, Ontario N6J 1Y5

Tel: (519) 690-0207

Fax: (519) 681-4328

N.B. Showcase applications and payment must be received by the COCA office no later than: Friday, March 7, 2014.

Do Not Forget the Stage Plot!

(Required if more than 2 performers on stage.)