

SAINT DEMETRIOS GREEK ORTHODOX CHURCH, FORT LAUDERDALE, FL  
Education Youth Cultural Committee (EYCC) & Dance Advisory Committee (DAC)  
Exhibition Performance Request Form

**Performance Request Form**

1. Please read the guidelines prior to completing this form.
2. Submit completed forms and any additional pages or material to DAC c/o St. Demetrios Greek Orthodox Church via any of the following:
  - a. Fax: 954-467-0212
  - b. Scan & Email: office@stdemetrios.org
  - c. US Mail or personally deliver to: 815 N.E. 15<sup>th</sup> Ave, Ft. Lauderdale, FL 33304

**GENERAL INFORMATION**

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Requesting Organization Name

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
Mobile Phone No.

\_\_\_\_\_  
Alternate Phone No.

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
E-Mail

\_\_\_\_\_  
Fax

**PERFORMANCE INFORMATION**

\_\_\_\_\_  
Performance Venue Name

\_\_\_\_\_  
Performance Date

\_\_\_\_\_  
Time

\_\_\_\_\_  
Duration

\_\_\_\_\_  
Performance Venue Contact Person Name

\_\_\_\_\_  
Mobile Phone No.

\_\_\_\_\_  
Alternate Phone No.

\_\_\_\_\_  
Performance Venue Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
E-Mail

\_\_\_\_\_  
Fax

**Alternate Performance Dates & Times** – *This is requested as a contingency in the event there is a conflict with the primary*

2<sup>nd</sup> Preference:

\_\_\_\_\_  
Performance Date

\_\_\_\_\_  
Time

\_\_\_\_\_  
Duration

3<sup>rd</sup> Preference:

\_\_\_\_\_  
Performance Date

\_\_\_\_\_  
Time

\_\_\_\_\_  
Duration

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**PERFORMANCE INFORMATION**

**Describe the Event:**

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**Describe the Performance** - *Types of music, songs, regional preference, costume preference, number of dances, etc.*

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\_\_\_\_\_ **Number of Dancers Requested**      \_\_\_\_\_ **Number of Performances Requested**

**Describe anything near or a part of the Performance Area** - *Stage configuration, surface, etc.:*

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**Describe the performance venue's sound and lighting system:** \_\_\_\_\_

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**Will performers have access to the following?** Check all that apply:  DJ

CD Player     Microphone     Speakers     Live Music

Secure male dressing room       Secure female dressing room

Check here if live instruments are desired. Our performances do not include live instruments, however if this is desired, arrangements may be made for an additional fee, pending availability.

**Performer's Technical Requirements** include the follow (this is subject to change):

1. Sound system
2. CD player
3. Microphone
4. Dressing Room(s)

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**Instructions**

1. Please complete as much of this Performance Request form as possible. This will assist us in evaluating your request and responding in a timely manner. The Requestor **MUST** sign this form.
2. Performance Requests must be submitted at least thirty (30) days prior to the performance date.
3. Cancellation/changes required fourteen (14) days prior to the event or requester may lose deposit.
4. Return completed forms and any additional pages or material to: DAC c/o St. Demetrios Greek Orthodox Church via Fax: 954-467-0212 or Scan & Email: [office@stdemetrios.org](mailto:office@stdemetrios.org) or US Mail or personally deliver to: 815 N.E. 15<sup>th</sup> Ave, Ft. Lauderdale, FL 33304.
5. Only signed performance requests will be honored. Oral agreements to perform will not be honored without submission of this form. All requests must be approved by the St. Demetrios EYCC and DAC.
6. If you have any questions, please call 954-467-1515 and leave a message for the EYCC and DAC representatives. A representative will promptly return your call.

**Process for Review and Approval** - All performance requests will be reviewed by the St. Demetrios Education Youth Cultural Committee (EYCC) and DAC and approved based upon the following criteria:

1. **Alignment with Mission:** All aspects of the request must be in keeping with the mission/vision of the St. Demetrios Greek Orthodox Dance Program:  
 "...to teach, preserve and perpetuate the history and tradition of the Greek culture through dance while espousing the values of the Orthodox Christian faith."
2. **Schedule:** St. Demetrios DAC will try to accommodate dates and times requested pending our performers' availability and barring any conflict with any St. Demetrios sanctioned events or spiritual services. As our dancers are students, evenings and weekends are best. Without a 30-daylead-time, St. Demetrios EYCC & DAC may not be able to guarantee performance dates and times.

**Costs**

1. **Financial Support:** A performance donation is requested for all performances in an amount that will help St. Demetrios DAC defray its costs to perform and contribute to its future efforts. Performance fees cover our cost of regalia, rehearsal space, transportation, music, etc. Performances do not include live music; however, if this is desired, arrangements may be made for an additional fee. Performance fees are based on type of organization requesting performance.

<b>Type of Organization</b>	<b>Rates</b>
Non-Profit Event for a St. Demetrios Steward in Good Standing	\$100
Non-Profit Event for an Organization / Person	\$150
Educational Institution	\$150
Corporate	\$350
Fundraisers	\$350

2. Additionally, all money tossed to the performers during a performance will also be given to the St. Demetrios dance program as a donation.
3. An excess travel fee of \$\_\_\_\_\_ will be charged for travel to a performance venue that is located in excess of twenty (20) miles from St. Demetrios Greek Orthodox Church. *This fee may be waived when there is money tossed to the performers during the event in excess of the travel fee amount.*

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4. Fifty percent (50%) of your category rate is due as a deposit within five (5) business days from the date the Requestor is notified that the request is approved. The balance of your category and any money thrown during a performance is due at time of performance. Checks are payable to St. Demetrios Kamaria & Palazakia Dance Group.
5. Express written permission to alter or change the deposit or payment schedule as outlined herein must be received by the Requestor from DAC two (2) weeks prior to the performance date.

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Requestor's Signature

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Date

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Print Requestor's Name

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EYCC Approved Signature

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Date

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Print EYCC Signor's Name

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DAC Approved Signature

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Date

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Print DAC Signor's Name