



Key Dates 2018

30.04.18 - 15:00 BST Press Launch Submission form.

This is the date that we accept press launch submissions. We have 20 slots available for our Press Launch, they are allocated on a first come first served basis. If you wish to be a part of this showcase then you must submit your form from 15:00 BST on the 30.04.18. If you submit your form before this time then it will not be counted. Once the 20 slots have been filled then you will receive an email confirming this.

15.05.18 – Greenside Programme Artwork/Blurb Due

Don't worry for this one you don't need to do a thing! We lift your 40 words and image from Fringe registration. If your image isn't of a high enough resolution we will be back in touch.

05.06.18 – Tech Forms Due

Tech Form Due – Essential for your tech planning. Without this form Callum our Head Tech can't appropriately plan ahead for your tech needs. Failure to complete the form can result in delays so please spend time accurately filling the form in. Download the form by using the link on the download section of the website.



01.07.18 – Send Greenside your Press Literature Pack

This isn't essential but it can be useful when the Press Contact us for details. Please send the form to

madeleine@greensidevenue.co.uk

01.07.18 – Send Insurance Document

It is a contractual obligation for all Fringe shows to have adequate Public Liability Insurance. We must receive your insurance document before you arrive in Edinburgh, failure to have adequate insurance will result in your show being cancelled – so this is a very important action to complete. If you do not have insurance already please contact our preferred supplier - <http://www.performersinsurance.co.uk/festival-insurance>

Social Media

Have you joined the Greenside 2018 Companies Group yet?! If not you're missing out! – this private group is full of your fellow 2018 performers. It's a great place to share ideas, tips and generally get to know each other. Request access to the group <https://www.facebook.com/groups/318075112015851/> – pass the link to everyone in the company so they too can get to know who they will be working alongside in August. We had over 500 Greensiders in the Group in 2017 – closer to August we start to use Facebook as one of our main mediums of communication so be sure to sign up.

Be sure to also follow your venue on Twitter - @greensidevenue