



Cultural Performance Guidelines

Date: Saturday, June 22, 2024

Time: 12pm-4pm

Location: History Center of Olmsted County, 1195 W Circle Dr., Rochester, MN 55902

Before the Event

1. All individuals or groups who plan to perform must register to sign up for the event using the online or paper form.
 - a. The deadline to sign up is **Friday, May 31st**
2. You are required to submit your music by **Friday, June 7th**
 - a. **All music must be submitted in an MP3 format and emailed to events@olmstedhistory.com. No other format will be accepted.**
 - b. Performances cannot be longer than 9 minutes. When you register, you must let us know how long your performance will be. This will allow us to coordinate the program and provide enough time for each group participating.
3. Failure to submit your music on time may not guarantee your spot in the program.
4. If there are any accommodations that you need for your performance, you must discuss this with the IMAA and HCOC planning team prior to the event. We cannot make special requests on the day of the event. Please email events@olmstedhistory.com for all special accommodations.

Event Date

1. All members of your group are required to show up to the event **at least ONE HOUR** prior to your start time. You will receive an email notification of your performance time prior to the event. If you do not receive a notification, please send a message to events@olmstedhistory.com
2. Before you perform, you need to check in at the designated table that will be visible with signs so we know you have arrived.
3. If you arrive late, it is not guaranteed that you will be able to perform.
4. If you need to change into your performance attire, there are public restrooms available inside the History Center building.