



CITY OF WEST HOLLYWOOD
ARTS DIVISION

REQUEST FOR QUALIFICATIONS
MUSICIANS AND PERFORMERS ROSTER 2024

Date released: September 6, 2023

Deadline to Apply: January 8, 2024 (5:00PM, PST)

The City of West Hollywood, through its Arts Division, requests qualifications from musicians and performers to create a Musicians and Performers Roster ("Roster"). Selected musicians and performers from the Roster will be invited to perform at city events, such as Summer and Winter Sounds. Typical performances will feature 90-minute, in-person, family friendly, music performances. Summer programs typically take place between June – September. Winter programs typically take place between December – February. Approved applicants will remain on the Roster for 2 years. Applicants who were approved for the Roster in 2023 do not need to re-apply.

Musicians/performers invited to perform will be required to:

- Promote their concert on their own social media platforms.
- Acknowledge that there are no additional fees for managers and/or agents.
- Complete and return a W-9 form.
- May be required to provide their own high-quality audio for the performance.

CULTURAL EQUITY STATEMENT: The City of West Hollywood's Arts Division and Arts and Cultural Affairs Commission believe that all people in the City of West Hollywood have the right to celebrate and engage in meaningful and relevant arts and cultural experiences. Each member of the community should have access to the arts which reflect and nurture individual identities, affirm personal value, and foster belonging in the community. Arts and culture are foundational to quality of life and vibrant and resilient communities. Arts and culture have the power to enhance inclusion, engagement, and diversity, and contribute to positive outcomes across civic life. The right to participate freely in the cultural life of the community is recognized as a basic human right.

The Division and Commission's definition of diversity includes all ways in which people differ, including but not limited to, race, ethnicity, gender, socioeconomic status, education, age, gender identity, gender expression,

sexual orientation, ability, geography, citizenship status, religion, language, physical appearance, and the intersection of these various identities.

The City of West Hollywood's Arts Division and Arts and Cultural Affairs Commission adopted the Cultural Equity Statement in 2021. Read the full statement [here: https://www.weho.org/community/arts-and-culture/cultural-equity-statement](https://www.weho.org/community/arts-and-culture/cultural-equity-statement)

BUDGET: The selected applicants will receive an honorarium for their participation. Artist fees are negotiable and will be commensurate with experience, production cost, and acclamation.

ELIGIBILITY: This is an open call to professional musicians and performers. Applicants must have at least 3 years of professional performance experience to qualify for the Roster. Applicants who live in West Hollywood are encouraged to apply. The City of West Hollywood's elected and appointed officials, its employees, and their immediate family members are not eligible to apply.

SELECTION PROCESS: All applications will be evaluated on the completeness and quality of the content. Only those applications that provide complete information before the deadline will be considered for evaluation.

City of West Hollywood Arts Division Staff will convene to review applications and will generate a qualified list of applicants for the Performing Arts and Cultural Affairs Subcommittee of the Arts and Cultural Affairs Commission to consider. The Subcommittee meets on the 2nd Thursday of each month at 5:00 p.m. Check the City's calendar for the most current information.

SELECTION CRITERIA: The City may use the following criteria in its evaluation and comparison of proposals submitted:

- Professional experience
- Quality of music/performance samples
- Social media competence and acclamation to advertise performance
- Technical expertise/experience to present an online performance (if an in-person event is not possible. Desired but not a requirement.)

Placement on the Roster does not constitute an offer to contract and does not guarantee any minimum amount of business. The City will issue a contract for services to invited musician and/or performers with a defined

scope of work. The City reserves the right, at its sole discretion, to select Musicians and Performers who will best serve the interest of the city.

TO APPLY: The online application can be accessed through the city's website: or directly here: <https://bit.ly/2024wehosounds>

DEADLINE TO APPLY: All proposals must be received by 5:00PM (PST) on Monday, January 8, 2024. This is an ongoing opportunity and subsequent reviews will happen annually in February.

QUESTIONS: Contact Joy Tribble, Arts Specialist, jtribble@weho.org, 323-848-6360.