

The Fringe Society Company Code of Conduct

The below code has been developed through joint discussions between the Association of Independent Venue Producers and the Edinburgh Festival Fringe Society. It is not binding, but is designed to be a statement of intent and commitment.

The aim of this code is to improve the Fringe experience for everyone. However, it is understood that companies do not always have sole control of their operations, and that their ability to fully implement this code may be hampered by external factors beyond their control. You can sign up to this code when you register your show.

Company relationship with the Edinburgh Festival Fringe Society

1. Ensure that the Fringe Society is given the opportunity to contact all company members directly so that the Society can share information and offer support to all participants in your company.
2. Strive towards providing the highest level of accessibility in all their work. You can find information on how to make your show more [accessible to audiences here](#).
3. Encourage sustainable practices and seek to reduce the environmental impact of the festival. You can find more [information on sustainability here](#).
4. Seek to work with each other and the Fringe Society for the future development of the Fringe, including sharing the end of Fringe Participant Survey with all company members.
5. In the event of a dispute with a performing company member or venue that cannot be resolved, seek to arrange mediation through the Fringe Society.

Company relationship with venue

1. Provide venues with details and specifications of shows which are clear, detailed and up-to-date (as much is practicable), maintaining strong communication in the lead up to and throughout the Fringe.
2. After an offer from a venue has been accepted by the company, immediately inform those other venues which the company applied to. If the company decides not to proceed with any of the venues applied to, immediately inform those venues.

3. If operating within a paid deal or contract, make full payment of all applicable venue fees/guarantees by their agreed due dates.
4. Provide artwork, print and all other publicity materials by their due date, within the guidelines of and to the standard required by, the venue.
5. Exercise caution in publishing or broadcasting material which might be taken to be the viewpoint of the venue or associated parties either in person or online.
6. Refrain from activities which might bring the venue and its associated performing companies into disrepute.

Company relationship with company members and third parties

1. Issue company members and third parties with contracts written in plain language, clearly setting out financial obligations, services and duties to be provided, payment schedules and any applicable penalties. Make sample contracts available to prospective collaborators on request.
2. Forward company members and third parties any monies owed to them, ideally within one month of receipt of settlement from the Fringe Society and/or venue, and certainly within two months (barring exceptional circumstances). Ensure these dates are clearly communicated to company members at least twice.
3. Implement a policy to encourage the promotion of equal opportunities. Further information on creating an equal opportunities policy is available through the [Equal Opportunities Commission](#).
4. Keep company members informed and pass on any appropriate information provided by the venue and the Fringe Society to all relevant members.
5. Ensure that company members conduct themselves in a professional manner. Rude, aggressive or threatening behaviour in all its forms is unacceptable; this includes discriminatory practices, sexual harassment and bullying. [You can find an example code of behaviour here](#).
6. Comply with applicable performing rights, licensing, equalities, employment, and health and safety legislation, and provide appropriate training (and safety equipment) to company members.

For more information on any of the points raised within this Code of Conduct, please contact the Participant Services team on participants@edfringe.com.