



Request for Proposal (RFP) 2025 Langley Street Dance Entertainment

INTRODUCTION

Langley Main Street Association (LMSA) is accepting submissions from artists to provide live entertainment for the *RETURN* of the Langley Street Dance to be held on August 23rd, 2025. This lively and community-focused event is a celebration that brings together people of all ages for an evening of music, dancing and fun.

The Street Dance will be conducted on Second Street in front of Callahan's Glass Studio from the hours of 7-10 p.m. The time will be divided between two live bands, with a transition time between the first and second performers.

The groups selected will be required to enter into a contract with LMSA agreeing to abide by the terms and conditions included in this RFP.

Each entertainment group will receive \$1,200.00 for their performances. No additional and/or contingency funds will be available for RFP applicants.

EVENT DETAILS:

EVENT DATE: 2025 Langley Street Dance

EVENT DATE: Saturday, August 23rd, 7:00 PM to 10 PM

LOCATION: Second Street Plaza (in front of Callahan's Glass Studio)

EXPECTED ATTENDANCE: 500 People (estimated)

ENTERTAINER RESPONSIBILITIES

1. Each group will be represented by a single point of contact.
2. Each group will be responsible for setting up and breakdown of their instruments and sound equipment as directed by LMSA Street Dance Project Manager.
3. The first group on the program must break down their equipment expeditiously in preparation for the next set.
4. Each Entertainment group selected, warrants:
 - a. To execute their musical set in a timely and professional manner.
 - b. Maintain an effective working relationship with the Street Dance Project Manager.
 - c. Sole responsibility for delivery, setup and breakdown of all associated musical equipment.

5. Each group will be required to complete a 1099 form, and will be responsible for the taxes on their earnings.

ENTERTAINER GROUP SELECTION & APPROVAL CRITERIA

An ad hoc selection panel named by LMSA will select two music groups.

The following criteria will be used by LMSA and its ad hoc selection panel during the process of selection, review, and approval of the Street Dance entertainment:

Artistic quality and originality	25 points.
Danceability of music	25 points
Demonstrated community performance exposure	20 points
Island County or local entertainment groups	20 points
Presentation of application materials	10 points

After selection of entertainers, the LMSA will notify each group on their position on the program.

LANGLEY MAIN STREET ASSOCIATION:

1. Will be responsible for obtaining a permit to hold the 2nd Street Dance event, including street closure.
2. Will provide an experienced sound tech to assist with set-up, sound checks and support during the performances.
3. Will be responsible for supplying event marketing, posters, and flyers and media materials.
4. Will provide payment for services to the entertainment group upon completion of their performance.
5. Will not be responsible for loss or damage of entertainer materials and equipment.
6. Will provide license/coverage for performance rights for music played.

APPLICATION GUIDELINES

The application will include the following:

1. Access to a digital file containing recent work by the group
2. A press kit and description of the group

TIMELINE

March 26, 2025	Langley Main Street Association issues RFP
April 25, 2025	Deadline for RFP submissions
May 5, 2025	LMSA completes selection process and notifies applicants
May 15, 2025	Contract signing
August 23, 2025	Street Dance performance

To download a copy of the RFP, please go to: <https://langleymainstreet.org/rfp-submissions/>

Applications can be submitted as follows:

1. Email: mainstreet@whidbey.com
2. USPS: Langley Main Street Association
Attention: Allison Gubata
PO Box 1226
Langley, WA 98260
3. Hand-delivered: 195 Second Street, WA
Office hours are by appointment only. Call 360-499-6789 to arrange/schedule delivery.
For document security, entertainment groups are encouraged to hand-deliver their proposals to the LMSA office, obtaining a time and date stamped receipt.

Thank You
Langley Main Street Association
www.langleymainstreet.org