# **How to register for the 2021 PANNZ Arts Market**

**Access To The Registration Form**

To access the 2021 PANNZ Arts Market Presenter registration form click [here.](https://artsfront.com/event/58138-pannz-arts-market-2021/register?tag=presenter)

To access the 2021 PANNZ Arts Market Artist / Producer registration form click [here](https://artsfront.com/event/58138-pannz-arts-market-2021/register?tag=artist-producer).

**Help Filling Out The Registration Form**

If at any point in filling out the form you have any issues or questions, please contact us at [info@pannz.org.nz](mailto:info@pannz.org.nz).

**Completing The Registration Form**

Once you are in the form the first section that you will come to is:

**Ticket Options And Other Requirements**

There are three ticket types to select from:

1. Digital Market only - this will give you access to the full digital market programme from 22 to 26 February ONLY
2. In Person Market Only - this will give you access to the 2 day in person market on 4th and 5th March in Auckland ONLY
3. Digital & In Person Market - this will give you access to both.

We highly recommend that you select the option to attend both the Digital and the In Person events. The Digital market will be largely focused on the promotion of the works that are on offer. The In Person event is geared towards supporting networking and face to face contact with other delegates.

The Digital market is free of charge to Artists / Producers and $250+GST for presenters. The in person market is $100+GST for artists and $200 + GST for presenters.

In this section please also let us know if you have any accessibility needs or dietary requirements.

The next section you will come to is:

Personal Information

Please enter all your personal and contact information here. All contact information is 100% private and used for internal purposes only.

You will need to provide the following in this section:

* Contact Name
* Contact Email
* Contact Mobile number
* Headshot/Profile Image - Upload a hi-res image, up to 5Mb. All standard formats supported.
* Preferred Pronouns - For example, they/she/he.
* Organisation/Company
* Job Title
* Website
* Location - Please specify, as a bare minimum, postcode and country (e.g. 2025 New Zealand).

**Billing Information**

If you have selected a paid ticket option please provide us with billing information so we can invoice you for any registration fees owing. You will need to provide us with:

1. A name
2. Email
3. Contact number

A member of the PANNZ team will then get in touch with you to process your payment.

If you did not select a paid ticket option you can just leave this section blank.

**About Me**

When you register for the 2021 PANNZ Arts Market you automatically receive a delegate profile on the Digital Arts Market platform that is visible to all other market delegates for networking purposes. All the information you provide in this section is visible on your profile.

We have tailored the information we ask you to include in the “About Me” of your profile so that delegates are bringing as much of their real selves to the party. This combined with other engagement initiatives throughout the Digital market week will, we hope, mean that the digital barriers around building relationships are mitigated, and that we can all get to know each other in an authentic way. So please provide as much information in this section as you can.

**The fields we ask you to complete here are:**

* **Iwi affiliation** - E.g Your tribal affiliation, or group of people who you descend from.
* **Rohe / Region** - E.g. Something about where you come from geographically - how did you come to stand in the place / land where you are today?
* **How I got where I am today** - E.g. What pathway led you to your current role within the arts?
* **Whānau / Family / Your People** - E.g. Tell us a little bit about the people that stand behind you and with you.
* **Something cool** - E.g. Share a recent discovery that you think others will enjoy, an app, book, article, movie etc.

Please note that once you are registered, your profile is fully editable and you are able to add, edit and delete your information at any time using your profile settings menu. Here is a link to the written instructions on how to edit your digital delegate profile

If you’re registering as a presenter - that’s it. You’re all done. Submit your registration form and you will receive email confirmation that your registration is complete and instructions on how to access the digital Arts Market platform.

If you’re registering as an artist/producer read on to find out how you can add information about the work that you do to your delegate profile.

**Your Work**

As an artist or producer attending the 2021 PANNZ Arts Market you will have the opportunity to promote up to three works from your repertoire on your delegate profile. This will create an opportunity for other delegates and presenters to learn about the work you represent / create and may be useful for networking purposes when meeting or communicating with presenters during the market.

We are still adding the finishing touches to this functionality so you won’t yet be able to see your works on your profile, but for now please provide information for the first work you would like to add here. Once you are registered the PANNZ team will contact you with instructions in January on how to add additional works to your profile and edit any work-related content.

**The information you will need to provide is as follows:**

* Synopsis
* Creative team and crew
* Number of people in the touring party
* List of any previous seasons your work has had
* Hero Image - Upload a hi-res image, up to 5Mb. All standard formats supported.
* Production Images - Upload up to 4 hi-res images. All standard formats supported.
* Video Links

Please note, we cannot accept password protected trailers. Please ensure that your trailer is publicly available. However, passwords are acceptable for full length show footage. Please be aware that PANNZ makes a commitment to only supply your password to registered presenters and we will request that they only use the password in connection to viewing your work for PANNZ Arts Market purposes.

* Review Quotes
* Current tech rider (if available)

That’s it - you’re all done. Submit your registration form and you will receive email confirmation that your registration is complete and instructions on how to access the Dāigital Arts Market platform.

We look forward to seeing you at the market!