

Information for Pitching Artists, Producers & Companies

GETTING TO THE VENUE

- WA Showcase will be held at [Subiaco Arts Centre](#), 180 Hamersley Road, Subiaco.
- Please ensure you leave plenty of time for travel and parking so that you can find the venue, visit the Registration Desk, find your way backstage and be ready for your pitch.
- We recommend that you avoid driving to WA Showcase as no general parking is available. A limited number of paid parking and street parking spots are available with 2 or 3-hour time limits.
- You can visit Subiaco Arts Centre's [website](#) for more information about parking and transport options, or [here](#) for more details about local parking.
- [Daglish Train Station](#) is a 10-minute walk to Subiaco Arts Centre.
- Our hosts, friends and colleagues at Subiaco Arts Centre thank you in advance for not parking in any of the venue's reserved maintenance and loading bays.

PITCH LOCATIONS

- If you are doing a Call Me, More Than Words or Hello pitch, your pitch will take place on the stage of the Main Auditorium. If you are doing a Get Together, we have advised you this will take place in one of the following locations: Main Auditorium, Studio, Gallery (downstairs), Foyer (near the Registration Desk), or Outdoors (weather permitting).
- All Call Me, More Than Words and Hello pitches will be photographed and filmed for archives. The Get Together sessions will be photographed but will not be filmed as they run concurrently.
- If you need assistance at any time, come to the Registration Desk or find a CircuitWest staff member. We will be happy to help or direct you to where you need to be.

WHEN TO ARRIVE TO PITCH

- We ask that you arrive 30-minutes prior to your pitch's session time. At the absolute latest, please arrive 30-minutes prior to the estimated starting time for your pitch.
- The pitching program can run slow or fast on the day. This means that all scheduled times are approximate and may change at short notice. Please be early, not on time.

Example

Your pitch session	Session B, Wednesday 23 July 9-9.45am
Your estimated pitch time <i>(if you have asked CircuitWest for this)</i>	9.30am
Requested arrival time	8.30am at the Registration Desk
Latest possible arrival time	9am (30 minutes before your estimated pitch time)

If you are doing a More Than Words, we will contact you about when we need you at the venue.

If you are doing a Get Together session, please arrive by 11am on Wednesday 23 July.

WHAT TO DO WHEN YOU ARRIVE TO PITCH

If you're arriving at Subiaco Arts Centre for the first time:

- Please sign in at the Registration Desk to collect your name tag and lanyard. Have your ticket QR code ready to scan for easy check in.
- The Registration Desk is upstairs in the Foyer. Entry is through the double doors if you are walking in from the outdoor ramp. You can also enter Subiaco Arts Centre from the ground floor and walk up the main staircase to the Foyer.

If you've signed in earlier that day but your pitch is coming up:

- Please visit the Registration Desk to let our team know you're here to pitch.

WHAT TO DO ONCE YOU'VE VISITED THE REGISTRATION DESK

- Head backstage to introduce yourself to our production manager, Steve Carr.
- You are welcome to wait backstage or in the Main Auditorium's green room that's accessible from the backstage area. Please be respectful of other people's pitches and keep noise backstage to a minimum while you are waiting to deliver your pitch.
- You are also welcome to sit in the Main Auditorium and watch the pitches that are on before yours. Please make sure you are backstage 15-minutes before your pitch.

THE LECTERN & YOUR SLIDE PRESENTATION

- The lectern is positioned audience left / stage right. This means you will have to travel across the stage to reach the lectern.
- In front of the lectern, you will see three screens. The screen on your left shows the slide you are currently on and that the audience is seeing. The screen on your right shows the next slide in your presentation. The third screen shows the time. This will flash orange when you are approaching the end of your time, and it will flash red continuously once you are overtime.
- The emcee will start to walk out onstage once you are overtime to gently encourage you to wrap things up.
- Because the "current slide" screen is far away and therefore difficult to read notes from, we recommend reading your pitch 'script' from a printout or personal device.

“THE CLICKER”

- “The Clicker” allows you to control your slide presentation from the stage.
- “The Clicker” lives on the lectern, so please leave it there once you finish your pitch. If “The Clicker” does end up leaving the stage with someone, don’t worry – production manager Steve Carr will make sure he hands it over to the next person pitching.
- To move to your next slide, press “The Clicker” once.
- To play a video, you will need to press “The Clicker” once to get to the slide which contains the video, and then press it again to play the video. (Pressing “The Clicker” a third time will stop the video and jump to the next slide. This is useful if you are running short of time and need to skip ahead. Unless this is what you want to do, we suggest waiting a beat or two after you click to play your video, to give the video time to start.)

AFTER YOUR PITCH

- Once you’ve finished your pitch and taken your applause, please leave the stage the way you entered and head back to the foyer the same way you came in. You are welcome to come back into the Main Auditorium to watch the rest of the session.

CATERING

- Catering is included for registered delegates and will be served in the Multipurpose room.
- If you have indicated a request for a special dietary requirement in your registration, this will be catered for separately from the main buffet items. We politely ask other delegates not to take someone else’s specially prepared, dietary-specific meal.
- The Subiaco Arts Centre bar will be operating as a cash bar following the Pinnacle Awards ceremony on Tuesday evening.

SUSTAINABILITY

- Our commitment to sustainability means our program is fully [digital](#).
- We are proud to be providing a recycling solution for all lanyards and name tags. You can leave yours in our [TerraCycle Zero Waste Box](#) at the registration desk.

STAY IN THE LOOP

- Please keep an eye on our [website](#) for all the latest news and updates.
- If you don’t already, we would love you to follow us on [Facebook](#) and [Instagram](#).
- We’d also love you to tag @circuitwest in your photos with #washowcase2025