

### **SCOPE OF SERVICES:**

- **MEET WITH CO ORDINATOR FOR UPDATES AND DATE CONFIRMATION**
- **MEET WITH BAND AND CONSULT SOUND REINFORCMENT NEEDS**
- **STAGING : MEET WITH FACILITIES TEAM TO DROP STAGE PRIOR TO EVENT  
TO VERIFY STAGE POSITIONING AND SITE CONDITION**
- **DAY OF SHOW**
- **ARRIVE AT EVENT SITE AND SECURE STAGING AREA**
- **OFF-LOAD SOUND EQUIPMENT AND LIGHTING**
- **SET UP POWER DISTRO FROM SERVICE BOX**
- **SET UP STAGING AREA AND FRONT OF HOUSE POSITION**
- **SET UP SOUND SYSTEMS: CENTRAL FOCUS POSITION ARRAY SPEAKERS,  
PERRIFIRAL STAGE AREA SUPPORT SPEAKERS, STREET AREA COVERAGE  
SUPPORT SOUND SYSTEM**
- **SET UP LIGHTING AND STAGE POWER FOR BAND: FRONT LIGHTING AND  
BACK LIGHTING FOR STAGE**
- **SET UP BACK STAGE AREA AND SECURE PARKING SPACES FOR BAND**
- **BAND ARRIVES: SET STAGE MIKING AND PLACE BAND EQUIPMENT**
- **MONITOR CHECK AND FULL SYSTEM SOUND CHECK**
- **REVIEW EVENT SETTING WITH EVENT CONTACT, GET STAGE  
ANNOUNCEMENTS**
- **7:00 EVENT BEGINS , DO STAGE ANNOUNCEMENTS AND INTRODUCE  
BAND, BAND BEGINS**
- **MAINTAIN AND MONITOR STAGE AREA AND FRONT OF HOUSE  
POSITION, PERRIFERAL SOUND POSITIONS, STREET SOUND SYSTEM  
POSITION BACK STAGE AREA STAGE ANNOUNCEMENTS DURING  
BAND BREAK**
- **9:30 END EVENT**
- **BREAK DOWN AND LOAD OUT 2 HOURS**