

DALLAS BRASS

VENUE SET UP

Dallas Brass can be flexible on matters regarding the Technical Rider, so please contact Production Manager, Dwight Sump dwight@dallasbrass.com, if questions about stage particulars arise.

- **Review Technical Rider as soon as possible** to determine if any additional equipment must be obtained - risers, platforms, etc.
- Make arrangements for stage to be set up prior to the arrival of Dallas Brass.

1 WEEK BEFORE THE CONCERT . . .

- Recruit 3 - 4 volunteers to "strike" the student set up during the concert.
 - Working with the Dallas Brass Road Manager on-site the day of the concert, determine where chairs will be positioned for the first student piece during the rehearsal.
 - You might find a sketched out stage diagram helpful.
 - Volunteers will:
 - ◆ set up chairs for the students on stage at intermission
 - ◆ make chair adjustments if a second student piece is performed
 - ◆ remove chairs after the final student piece is performed during the concert.
- Arrange to have tables set up for merchandise sales at intermission.
- Recruit 2 volunteers to work the merchandise table during intermission and after the concert.
- When Dallas Brass Road Manager arrives, go over details of the day.