

- **Arrival, Loading and Unloading of Equipment**
 - Parking for 15 passenger van and possibly a 24-ft. box truck
 - Truck needs 13-ft. clearance
 - Open, unobstructed area to unload equipment
 - Loading/unloading area must be within 50 yards of performance area
 - Same guidelines for load-out following performance

- **Stage/Performance Space Preparation**
 - *Minimum* stage/space size: width x depth – 16' X 8'; 24' X 12' preferred
 - Electric: 6 grounded electric outlets, 120 V, 30 amp for equipment
 - Minimum of 4 separate circuits; 6 separate circuits preferred
 - Adequate stage/area lighting. If lighting is not adequate we can supplement
 - Band provides all necessary sound equipment and operator

- **Space and Room Availability**
 - Storage room for gear & cases: minimum 10' X 10'
 - Two changing rooms: male and female
 - Restrooms work if separate space is unavailable
 - Waiting room available before, during, and after event
 - Changing room and waiting room may be the same space (not restroom)

- **Miscellaneous**
 - Water available at no cost to the band
 - Access to performance area at least 45 minutes prior to event; 1 hour preferred

****IF THE VENUE IS UNABLE TO PROVIDE ANYTHING LISTED ABOVE, PLEASE CONTACT US IMMEDIATELY SO WE CAN COORDINATE OTHER ARRANGEMENTS****

Please keep in mind that an unforeseen priority military commitment could require us to cancel our participation in your event. This is unlikely to happen, but should it occur we will notify you immediately.

Thank you for your interest in the United States Air Force Band of the West. We look forward to working with you.

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