

THE CENTER'S



Assemblies Workshops Residencies

## **TECHNICAL REQUIREMENTS**

### **JIM COGAN**

**In order to facilitate a successful performance, please ensure the following guidelines and items are provided and ready upon the artist's arrival at the school.**

**Staging:**

**A secured and clean area is required for the performance.  
The area surface should be swept and freshly mopped, not waxed.  
Portable stages must be safe and securely installed.**

**If the performance is held outdoors it must be in an area free from background noise or activity, must be sheltered from wind and weather and a microphone and sound system is required.**

**Artist Needs:**

**Sound System  
One microphone w/ pole stand or hands free  
Water and cup for artist (optional but appreciated)  
One parking space (close to performance space if possible)**

**Artist will arrive approximately 30 minutes prior to the scheduled performance time. Upon the artist's arrival, a representative from the school should be on hand to greet and direct him to the performance area.**

**It is important that performances begin promptly at scheduled times. Arts Teach artists often have engagements immediately following at other locations. Performances that begin late due to school delays may result in cancellation. Please have students arrive at least 5 minutes before the program start time to ensure ample time for artist to complete the program. A maximum of 350 students is recommended per performance.**

**Teachers set the example for students to model and strongly affect their behavior at the performance. To encourage maximum learning and program effectiveness we ask that teachers actively participate in the program and refrain from grading papers or doing other work at that time. Your cooperation is greatly appreciated.**

**Please let us know if there is anything we can do to assist your school/organization in this**

arts experience.

THANK YOU!