



## THE VENUE JAZZ CLUB

### NOTES TO ARTISTES

We are delighted to have booked you for a performance at one or other of our Venue Jazz Clubs, and very much look forward to the night.

In order to ensure a smooth running engagement please read through the following notes and pass them on to all members of your band. If you have any questions don't hesitate to get in touch.

1. **PUBLICITY:** To optimise our marketing please send us a high res picture and a couple of descriptive sentences as soon as possible. Please also send us the names of the members of your band
2. **TIMINGS:** The timings for all the venues is as follows – access at 7 p.m., soundchecks to finish by 8 p.m., performance to start at 8.30 p.m. and finish at 10.30 p.m. (2 x 45/50 minute sets). No encores please! Please announce the last song in each half as an indicator for your compere.
3. **SOUND:** Although a small p.a. is brought into the venues for the compere and house music, it is not suitable as a main sound system.
4. **LIGHTS:** There will be a basic lighting rig.
5. **GUEST TICKETS:** Regrettably we can't offer any guest tickets or passes.
6. **MERCHANDISE:** We are happy to sell any of your CDs at no charge, although we always appreciate a copy for our files.
7. **ETIQUETTE:** Our Venue Jazz Clubs are run as professional jazz clubs. All audience members have paid to attend and they are requested and expected to show respect to the performing artistes by not talking. Please therefore reciprocate this respect by dressing accordingly, having organised set lists and not using this opportunity as a rehearsal.
8. **FEES:** We pay standard fees to our artistes. In deference to all performers there are no exceptions. Our current rates are £180 for a trio, £200 for quartets or bigger.