

# Marcia Whitehead

## PERFORMANCE NEEDS – Broken

### **Needed from Host Church or Organization:**

1. Small table large enough for a glass of water and performance notes. Table can be placed on either the left or right side of the platform.
2. A glass of water on the table.

### **Sound Needs:**

1. A hand-held mic is preferable, but a lapel mic or mic with an earpiece can also be used.
2. A CD containing accompaniment tracks to be played during the presentation will be provided. Please provide a sound technician to arrive 45 minutes before the presentation begins for a sound check.

### **Video Needs:**

1. A 2 ½-minute sponsorship DVD to be screened near the close of the service will be provided.
2. If the sanctuary is particularly sunlight-filled, window coverings, particularly near the projection screen may be helpful to provide the congregation comfort in viewing the video presentation.

### **Other:**

1. A word-for-word script with indications of when the accompaniment tracks and brief sponsorship video are to be played will be provided.
2. A suggested introduction, presentation flow and love-offering information will be provided.
3. If you would like to receive all the above mentioned materials ahead of time, please let Marcia know and she'll send everything as email attachments. She will also bring hard copies with her as back-up. Marcia's email is [mwhitehead77@yahoo.com](mailto:mwhitehead77@yahoo.com).

### **Display Table:**

Please provide one 6' to 8' table in the foyer/lobby for our resources and Food for the Hungry information. If your services are attended by more than 50 people, a volunteer to help staff the table after the presentation would be appreciated. Marcia will provide information about the Food for the Hungry materials to the volunteer before the service begins.

**Thank you very much for your assistance!**