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**Vince Poscente’s -- Audio/Visual Requests**

**(Please NOTE… RED is important – BLUE is whatever works for your event)**

• **Wireless Lavaliere Microphone**

 **- with fresh batteries and back-up microphone**

 **- hooked into sound system**

• **Audio/Video**

 - Vince will bring a jump drive of audio and video (.mov/.wav + .aiff/.mp3)

- If you’d like advance access to the video & audio, we can send it via DropBox

 - **Projector + Screen(s) off to either side of the center-stage platform**

 - **If the screen must be in the center, please ensure it is backlit**

 - Projector bright lumens and back-up bulb

- **Audio patched into sound system**

• **Lighting: Stage Wash and House**

- **Lighting the stage is very important for a high energy presentation**

 - Stage wash or telescopic lighting (Please, no spot light.)

 - House lights between 30% and 70% is best

• **Riser**

 **- The front of the riser should be no more than 20’ from the first row**

 **- 12’ x 8’ riser or larger is best**

 **- A 1’ riser for small audiences**

 **- (the more people, higher the riser necessary)**

• **On Stage**

- **Center stage: a simple conference chair, no wheels, not folding please**

 - **Stage right or left: a podium with water please**

• **Seating Preference**

- 1st choice – theater, 2nd choice - classroom, 3rd choice – round table

• **A/V Technician needed**

- **One hour prior for review of AV sequencing and mike check**

• **Title Slide**

- Vince does not use PowerPoint. If you want a title slide please put the following with your graphic theme:

**Vince Poscente**

**Full Speed Ahead**

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