

# Sam Glenn Rider and AV requirements:

Any questions, please contact Sam's office at [Contact@SamGlenn.com](mailto:Contact@SamGlenn.com) - We are happy to assist.

The following is a check list

\_\_\_\_\_ **1. Please Provide TIME with Sam's office of official Sound-check and Run-through of Sam's Program with Sam Glenn's Office.**

A complete run-through should only last about 25 minutes or less  
– if everything is ready to go per the following items listed below.

Everything listed below should be on location (or stage/speech area)–  
and ready to rock and roll at the time of the sound-check.

\_\_\_\_\_ **2. Build Performance Canvas for Sam's Chalk Art Drawing.**

(Instructions are sent separate. **This is not a chalkboard or whiteboard easel.** It is a specially built performance canvas for Sam Glenn's live art performance. (Please have ready at time of sound check.)



\_\_\_\_\_ **3. A/V Needs: Sam Prefers a “Handheld” Microphone**  
**(NO LAPELS OR HEADSETS)**

\_\_\_\_\_ **4. An IPOD connection on stage.** Sam plays music during his art performance and controls that on stage. If you do not have an IPOD connection that reaches the stage, the alternative option is an XLR microphone cable: *See below*

**NO IPOD CONNECTION??** – this is the next option: GET AN **XLR Microphone Cable Patched into Sound System and Run the Cable to Middle of Stage or Speaking Area.** What this is – is a microphone cord connected to your house system; the other end is connected to Sam’s direct box for his iPOD.



\_\_\_\_\_ 5. **Lighting.** Stage or performance area should be lit up BRIGHT as Possible, white lights. No colored lights. As much light as possible. CLAP ON -- Let there be lights! Lots of light. ☺

\_\_\_\_\_ 6. **(2) A/V Carts or Small Tables** to hold or place Sam’s chalk on during the performance. The AV carts or tables are to be placed next to the Performance Canvas. (Sam provides his own chalk, and will set this up during sound check)



\_\_\_\_\_ 7. **(2) Bottles of Water** for Sam to drink during program—they do not have to be cold.

\_\_\_\_\_ 8. **(1) 8-Foot Table** in the back of room or right outside the meeting venue for Sam’s book signing, training materials and give aways. Please have table ready for Sam to set up at time of sound-check.



\_\_\_\_\_10. VIDEO: **If you plan to video tape, please contact our office.**  
**In order to video tape, you will need to sign a release form that states**

1. Sam will get a copy no more than 10 days after then event.
2. The video will not to be put online – Youtube or other.
3. The video will not sold for profit.
4. The video is for your internal use only.

\_\_\_\_\_11. **IMPORTANT:** Before Sam Glenn is introduced: To avoid any awkward

transitions, please ensure Sam’s performance canvas is on stage and everything is ready to go. If you need the assistance of volunteers to move canvas and AV carts into place, please arrange and alert them when to do this. (this should happen before introduction)

\_\_\_\_\_12. **Double Check:**

- Do You Have Sam’s introduction?
- Filled out speech questionnaire and returned to Sam’s office so Sam  
can prepare and customize an awesome speech to your group?

\_\_\_\_\_13. **NOTE:** The Chalk Drawing is a performance piece that doesn’t preserve as it is on a bed sheet. If you would like to purchase an original painting (not chalk) for your office, please contact Sam’s office to arrange this.

**Any questions, please contact Sam Glenn’s Office – We Are Always Happy Happy Happy To Help!**