

Stage Set Up for Bob Garner

Please forward this document to the person in charge of the set-up for Bob's program.
Questions on stage setup: Please contact Bob Garner at 805-534-1576

Stage Set-UP

- 1) On Stage:** Bob needs a small covered/draped table (card table size), and 2 glasses of water with **no ice**. Please provide risers or staging of no less than approximately 10 feet width by 10 feet deep.
- 2) Placement of Audience:** Audience should be as close as possible to the stage, riser, or area in which Bob will be speaking. No audience to the immediate left or right of the stage. **Please do not place a dance floor or slide projector/computer in front of the stage. The audience needs to be as close as possible to Bob.**
- 3) Placement of Stairs:** If the stage requires stairs, please set them to the **FRONT** of the stage, as Bob goes into the audience many times during his show. If there are two sets of stairs, please set one to the side and the other in front.
- 4) Placement of Podium, etc:** **Bob does not use a podium.** Please remove any podiums to the far side and BACK of the stage or, if possible, off the stage completely.
- 5) Overheads/Screens/Backdrops:** If there is an overhead screen behind Bob on stage and it cannot be removed, please place BOB GARNER on the screen.

Please make sure that there are no mirrors behind Bob on a wall, etc.

LIGHTING:

Proper lighting is essential. We need the lights to be as bright as possible. Bob must be able to read and write from the stage and the audience must be able to do the same from their seats.

Outdoor Event: A general stage wash is required and ample lighting for audience – as above they need to be able to read and write from their seats.

SOUND:

Proper sound is critical. Please provide a **wireless, lavalier microphone** and, if possible, a wireless hand held microphone. **However, the wireless, lavalier microphone is the most crucial since Bob needs both hands to be free for his presentation.** If you have an audio crew on site, walk-on and walk-off music is always appreciated. Bob will do a “light and microphone” check prior to his presentation. Once the audio levels are set, please have the audio crew refrain from “tweaking” the sound during Bob’s presentation.

Audio or videotaping:

Archival photos are allowed. As per the contract, no other videotaping or audio taping is allowed.