

LOUTH WIND ORCHESTRA

Concert Organisers' Information

The Louth Wind Orchestra (LWO) is a wind band consisting of woodwind, brass, and percussion players and a Musical Director. **The band currently stands at approximately 48 members** but it is likely that not all will be playing at any given event.

This information has been comprised to help assist concert and event organisers and to help accommodate the Louth Wind Orchestra. Please read the information below *carefully* and this will allow your event to not only run smoothly, but to also prevent last-minute anxious phone calls!

While the band is very versatile as to what events they can play for, booking the band usually falls into one of two categories: **indoor concerts and outdoor concerts/events**. Each event have very different requirements and the details are listed below.

INDOOR CONCERTS

The most important point to bear in mind when organising your concert is the size of the venue.

Your venue you should not only be large enough to accommodate the orchestra, but also your audience in a way that they can sit comfortably without being overpowered by the music.

Members of the LWO admin team are more than happy to visit your potential venue to assess its suitability for hosting a performance before the performance date.

- The performance area for the orchestra will need to be big enough to be able to accommodate **45 seated musicians**, including their music stands, instruments and enough room at the back for percussionists.
- **45 chairs will be required** for the performers, **with no arm rests**. Arm rests make it impossible for some instrumentalists to be able to play their instruments.
- A suitable backstage area - or 'Green Room' - will be required for performers to be able to change into their concert attire, warm up, as well as store their instruments and personal belongings. ***This should be separate from the audience area.***
- A suitable dressing room for the Musical Director.
- Sufficient lighting should be in place for all performers to be able to read their music comfortably.
- Please endeavor to make sure that there is appropriate parking and unloading space close to the venue. This makes life easier for unloading and packing away of the percussion instruments and other equipment (conductor's podium, etc.) required for the concert. There should also be a parking space (where possible) reserved for the Musical Director.
- Our stage crew will require prior access to the venue for set-up, after which the rest of the orchestra will arrive for a warm-up/short rehearsal prior to the performance. Ideally, we would require access approximately 5 hours before the concert starts.
- A typical LWO concert will consist of two halves, each half lasting approximately 45 minutes to one hour. The orchestra play a wide variety of music and we take great care to choose a

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programme that will present a varied selection of music to suit all tastes.

- If you are looking to present a concert with a theme or have any specific musical requests, we strongly advise you to raise these in early discussions so we are able to best accommodate your needs.
- Louth Wind Orchestra is happy to prepare flyers and concert posters for your event, as well as printed concert programmes.
- **Event organisers are expected to be responsible for ticket sales as well as publicity at the venue.**
- **Event organisers are responsible for setting out the audience seating, provide front-of-house as well as interval refreshments.**

OUTDOOR EVENTS/CONCERTS

The first - and most important - question to ask yourself is: *“Does my event need a band?”* A band can be a great asset to any outdoor event especially if it is accommodated and used properly.

- The performance area for the orchestra will need to be big enough to be able to accommodate **45 seated musicians**, including their music stands, instruments and enough room at the back for percussionists.
- **45 chairs will be required** for the performers, **with no arm rests**. Arm rests make it impossible for some instrumentalists to be able to play their instruments.
- The ground on which the band will be performing on should not be excessively sloped or be soft ground that the chair legs sink.
- The area that the band will performing should be accessible to the audience and should provide space for people to be able to sit and listen.
- The band **must not** be situated next to any other stalls or activities that generate noise, musical or otherwise, for example, radio roadshows, other performances, discos, sound systems, or fairground-type rides. The band simply cannot compete with this attraction.
- A suitable backstage area will be required for performers to be able to change into their concert attire, warm up, as well as store their instruments and personal belongings. ***This should be separate from the audience area.***
- *It is imperative* that there is appropriate parking and unloading space close to the playing area. This makes life easier for unloading and packing away of the percussion instruments, heavy instruments and other equipment (conductor’s podium, etc.) required for the performance. There should also be a parking space (where possible) reserved for the Musical Director.
- The orchestra will normally play sets of approximately 45 minutes to one hour. Please plan where these performance sets will occur in your programme scheduling so that we do not interfere with other groups’ performances, arena events, presentations etc. **It is imperative we know these set times before the day.**
- We are happy to have a break of up to an hour between our sets but we should not be asked to wait around any longer than this.
- A wet weather back-up plan must be in place. The entire orchestra need to be suitably covered and shielded from all elements: rain, excessive wind, direct sunlight etc.

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ADVERTISING

- ⇒ Any publicity you wish to put out should refer to the band as: **LOUTH WIND ORCHESTRA**
- ⇒ Louth Wind Orchestra will gladly publicise events on its website and social media pages — *Facebook, Instagram, Twitter* — as well as through friends and family of the orchestra.
- ⇒ Louth Wind Orchestra are happy to design and print posters and flyers for your event for distribution.

REQUIREMENTS FOR ALL CONCERTS & EVENTS

- ⇒ Light refreshments are very much welcomed at all of our performances.
- ⇒ **It is imperative** water, cordial and/or fruit juice is provided for all of our performers during the interval.
- ⇒ Drinks before and after our performance would also be very much welcomed.
- ⇒ Louth Wind Orchestra is unlikely to accept a performance of less than 45 minutes.
- ⇒ An appropriate fee will be agreed with you once we know what the performance entails and if we accept the engagement.

We appreciate that every venue and performance is different. If you have any questions or queries, please do not hesitate to contact us.

We are only too happy to help and make your event a successful one!

Email us: **info@louthwindorchestra.com**

Call us: **07791 345608**
 01507 359248
