

Winter Jam - Friday, February 24th, 2017



Colonial Life Arena

Doors Open: 6:00 PM (5:45?)

Event Start: 7:00 PM

Expected End Time: 11:00PM

Expected Attendance: 15,000

*Capex 14,500 → reevaluate*

**Ticket Information:**

**Box Office:**

-Non-ticketed Event → *suites are only ones w/ tickets*

**Tickets:**

- There are no tickets required. A \$10 donation at the door is requested
- Cash or checks only
- Make checks payable to NewSong Ministries only

**Suites:**

-Individual Rentals call: (803)576-9077

**Welcome Sign:**

Winter Jam 2017  
7:00PM

**Special Notes:**

Autograph Sessions (Contingent on Artists): Will take place at merchandise stands  
Two (2) film groups are going to be filming Winter Jam 2017.

Schedule	Notes
<b>Tuesday, February 21<sup>th</sup>, 2017</b> IN- Co2 delivery	ALL Deliveries contact Parker Hudson at 864-607-0667  Air Gas
<b>Wednesday, February 22, 2017</b> IN - Delivery of Stage Frames IN- Merchandise Table Delivery IN- Porta John Delivery	ACS Party Reflections To be places around the exterior of the building
<b>Friday, February 24<sup>th</sup>, 2017</b> 5:30AM- HSG Catering Arrival 8:00AM - Building Walkthrough 8:00AM - Merchandise Walkthrough 8:00AM - Mark Out 9:00AM - Load In 1:00PM - Chair Set Time (coord with TM) 3:30PM - Security Meeting 4:00PM - Volunteer Arrival/Training 4:30PM - Jam Nation Doors (VIP Doors) 5:25PM - Jam Nation Q&A on Stage 6:00PM - General Admission Doors 6:00PM - Pre Jam Party 6:10PM - Youth Pastor Reception 6:50PM - Event Start 9:20PM - Intermission 11:00PM - Expected End Time	HSG Catering / (Trailer parked on Back Curb (Ops crew In @8:30am)  Electrician needed @ 9:00AM  (Ops Crew In @ 12:30PM for chair set)  Access building at College Street Entrance VIP Entrance/ Will go up Elevator Advertise 4:30PM/ would like to open at 4:15PM**  *Advertise 6:00PM/ if volunteers are trained and ready would like to open at 5:45PM** McGuire Room

Jam Nation  
enter thru  
College St

McGuire →

Suite holders  
↓  
use elevator  
to come up  
& explain  
on

**Friday, February 24<sup>th</sup>, 2017- OPERATIONS**

**PLAZA:**

- Four (4) pieces of bike rack per set of doors outside the main entrance with (4) tables
- Set six (6) pieces of bike rack at College St Entrance with (2) tables
- Set two (2) pieces of bike rack at Greene St Entrance with (1) tables
- Set four (4) pieces of bike rack at Lincoln St Entrance with (2) tables

Catering Room to  
be cleaned after  
like  
Bryan

**CONCOURSE:**

- Leave seventy (70) 8' tables on concourse above box office for merchandise (leave on carts, merch will distribute)
  - Rented Tables

**Event Level:**

Visqueen off all of section 108 (media)  
 Visqueen off the first row in: 107, 109, 110, 111, 112 → for safety purposes

**FLOOR:** (See attached CAD) (House to Provide)

- Remove all demountable
- Push in all retracts
- Floor access points are 103/104, 104/105, 105/106, 113/114 and 114/115
- Performance Stage is total of 66 decks for the Main Stage
- Stage is 27'8" from lip
- No railing on upstage edge of stage
- Bike rack will be used at the DSE and along thrusts
- Two (2) set of stairs with dual handrails will be needed and placed the day of the show
- Six (6) 8'Wx8'Dx5'H stage thrusts - Three on each side of the stage
- Highlight thrusts will be constructed day of show
  - o Show will build triangle inserts
  - o Show will bring Truck Ramps

**FOH MIX:** (See attached CAD) (ALL RENTED)

- Set three (3) 8'W x 8'D x 4'H riser for "B Stage" arranged in "V" formation with tip facing stage
  - o 74'-10 1/2" from DSE with one (1) set of stairs
  - o Set bike rack in between the B-stage and audio mix/lighting riser
- Mix position is 94'-10 1/2" from DSE
- Set one (1) 8'W x 8'D x 2'H lighting riser
  - o With one (1) 8'ft table and four (4) chairs
- Set two (2) 4'W x 8'D x 5'H camera riser
  - o Set twelve (12) chairs behind camera deck
- Set nine (9) 8' tables in a square around mix and risers
- Set chairs after load in starting at 1:00PM (will coord with TM) must be completed by 3:30PM

**SCOREBOARD:**

- Trim scoreboard at highest point during load-in, will be adjusted for show height once load-in has started.

**LOADING DOCK:**

**Clean and Clear**

- One 8'ft table for coffee and donut stand
- VIP Elevator will be used for VIP suite access
- Will need to have Escalator ready as back up if the VIP Elevator goes down

**ROOM ASSIGNMENTS:**

<b>Locker Room #3</b>	<b>Dressing Room</b>	<ul style="list-style-type: none"> <li>• Two (2) tables</li> <li>• Ten chairs (10)</li> <li>• One (1) trash can</li> </ul>

Locker Room #2	Dressing Room	<ul style="list-style-type: none"> <li>• Two (2) tables</li> <li>• Ten chairs (10)</li> <li>• One (1) trash can</li> </ul>
Locker Room #1	Dressing Room	<ul style="list-style-type: none"> <li>• Two (2) tables</li> <li>• Ten chairs (10)</li> <li>• One (1) trash can</li> </ul>
Star Room A	Dressing Room	<ul style="list-style-type: none"> <li>• Six (6) chairs</li> <li>• One (1) trash can</li> </ul>
Star Room B	Dressing Room	<ul style="list-style-type: none"> <li>• Six (6) chairs</li> <li>• One (1) trash can</li> </ul>
Star Room C	Dressing Room	<ul style="list-style-type: none"> <li>• Six (6) chairs</li> <li>• One (1) trash can</li> </ul>
Star Room D	Dressing Room	<ul style="list-style-type: none"> <li>• Six (6) chairs</li> <li>• One (1) trash can</li> </ul>
Locker Room # 4	Dressing Room	<ul style="list-style-type: none"> <li>• Two (2) tables</li> <li>• Twenty chairs (20)</li> <li>• One (1) trash can</li> </ul>
Production Office	Production	<ul style="list-style-type: none"> <li>• Two (2) 8' table</li> <li>• Six (6) chairs</li> <li>• One (1) trash can</li> <li>• Internet access with Ethernet connection</li> </ul>
Production Workroom	Production	<ul style="list-style-type: none"> <li>• Three (3) 8' tables</li> <li>• Eight (8) chairs</li> <li>• One (1) trash can</li> <li>• Internet access with Ethernet connection</li> </ul>
Recruiting Lounge	Cash Counting Room	<ul style="list-style-type: none"> <li>• Furniture as-is, but cleaned</li> </ul>
Pantry	Dishwashing/Prep	<ul style="list-style-type: none"> <li>• Completely Cleared</li> </ul>
Green Room	Catering/Dining	<ul style="list-style-type: none"> <li>• Eight (8) rounds of eight (8)</li> <li>• Two (2) coke refrigerators</li> <li>• Six (6) 8' tables</li> <li>• Three (3) trash cans</li> </ul>
McGuire Club	Youth Pastor Reception	<ul style="list-style-type: none"> <li>• One (1) 8' x 4' x 2' riser</li> <li>• Clear all furniture in room to side wall</li> </ul>

*Keeping same from LB for efficiency purpose*

**Friday, February 24<sup>th</sup>, 2017- HSG TOUR CATERING**

- Catering provided by HSG Catering
  - Loading in Friday at 5:30AM- Parking on side curb behind building
  - Please have pantry cleared as this will be the dishwashing/prep area for catering
- Will have Two (2) dishwashers- call time at 9:00AM

**Friday, February 24<sup>th</sup>, 2017- CENTERPLATE**

- Clear items out of Pantry (Liquor cabinets cannot be stored in the DR Hallway)
- Clear all items from the loading dock
- Pour over/decanted event

*↳ Dry Tank*

- This is a DRY TOUR. The sale of alcoholic beverages is prohibited

#### Friday, February 24th, 2017- SECURITY/UES

- No professional cameras or professional video cameras allowed
- Tour requests bag checks
- No backpacks should be allowed in venue absent a medical necessity
- The tour does not give a ticket or stamp hands when people pay at the door so everyone must be present when they are paid for. The Winter Jam Tour enforces a strict rule of NO SAVING OF SEATS.
- Suite holders will access the building at the VIP door and then will use VIP Elevator to access concourse

*- no wand; just bag check*

#### Friday, February 24th, 2017- EVENT STAFF/GUEST SERVICES

- LASER Signs on all Entry Doors. High Powered Lasers will be used in the show.
- No professional cameras or professional video cameras allowed
- No backpacks should be allowed in venue absent a medical necessity
- The tour does not give a ticket or stamp hands when people pay at the door so everyone must be present when they are paid for. The Winter Jam Tour enforces a strict rule of NO SAVING OF SEATS.
- Tour will provide volunteers to receive donations at door
- Suite holders will access the building at the VIP door and then will use VIP Elevator to access concourse

#### Friday, February 24th, 2017- ENGINEERS/ELECTRICIAN

- Catering will load-in Friday at 5:30AM
- Electrician will be needed from 9:00AM through load-out
- Power Needs
  - Catering- 3 phase / 100AMP with Cam Locks
  - Audio- 3 Phase / 200AMP
  - Lighting- (2) 3 phase/ 400AMPS
  - Video/LED: 3 Phase 200AMPS

#### Friday, February 24th, 2017- AUDIO/VIDEO

##### Audio:

- House Lights call time will be 6:30PM

##### Video:

- Video board operator call time @ 1:00PM

##### Internet:

- One (1) internet lines (One in each production office and production work room)
- Prep eight (8) clear coms

**Friday, February 24th, 2017- TICKET OFFICE**

-This is a non-ticketed event

**Friday, February 24th, 2017- MARKETING**

Radio Vehicles on Plaza-  
KLOVE  
His Radio  
B106.7

**Friday, February 24th, 2017- SUITES**

Suites Used

- Premier Production Suite 14
- Entertainment A, D
- Volunteer Storage Room - Suite 8

*no people, just storage*

**Friday, February 24th, 2017- PARKING**

- No advance passes will be sold
- Lots will be charged \$20
- Lots will be charged \$10 at 5pm

Show Vehicles

- 12 buses/11with trailers ( buses in Pearl Lab)
- 6 Semis (including catering)
- 6 vans or SUVs

**Friday, February 24th, 2017- STAGEHANDS**

**Friday, February 24th, 2017@ 8:00AM / Mark-out**

One (1) Head Rigger

**Friday, February 24th, 2017@ 9:00AM / Load-In (FIRST CALL)**

Ten (10) Up Riggers  
Five (5) Down Riggers  
Four (4) Loaders  
Twelve (12) Stage Hands  
One (1) Electrician  
Two (2) Forklift Op

**Friday, February 24th, 2017 @ 10:00AM/ Load-In (SECOND CALL)**

Twelve (12) Stage Hands

**Friday, February 24th, 2017 Show Call @ 6:30PM**

- Eight (8) Hands
- Four (4) Spotlight Operators
- One (1) House Light Operators

**Friday, February 24th, 2017@ 10:30PM / Load-Out**

- Four (4) Loaders
- Ten (10) Up Riggers
- Five (5) Down Riggers
- Twenty-Four (24) Stage Hands
- One (1) Electrician
- Two (2) Forklift Op

**Friday, February 24th, 2017- MISCELLANEOUS/PRODUCTION**

- o Gather building tensa barrier – Placement will be decided day of show
- o Visqueen will be used to skirt stage (Heavy Duty Flame Resistant Plastic)

**Gas:**

- Two (4) – #20 20lb CO2 *Unsiphoned* Tanks
- Fifteen (15) – #50 siphoned CO2

**Other:**

- 12 buses/11 with trailers, 6 semi's, 6 vans or SUVs
- 10w Lasers (aimed at stage), Haze, Cyro, Potential Confetti
- Tour provide 100-150 volunteers
- Tour will provide towels
- No PYRO

*- Interpreter coming  
(will be on floor)*

**Winter Jam**

**Brian Reese**

Premier Productions  
336.887.3582 EXT 256

**Eric Tellefsen**

Safety Coordinator  
919.359.0993

**Mike Deckard**

Promoter Rep/Tour Accountant  
615-275-5227

**Building Contacts:**

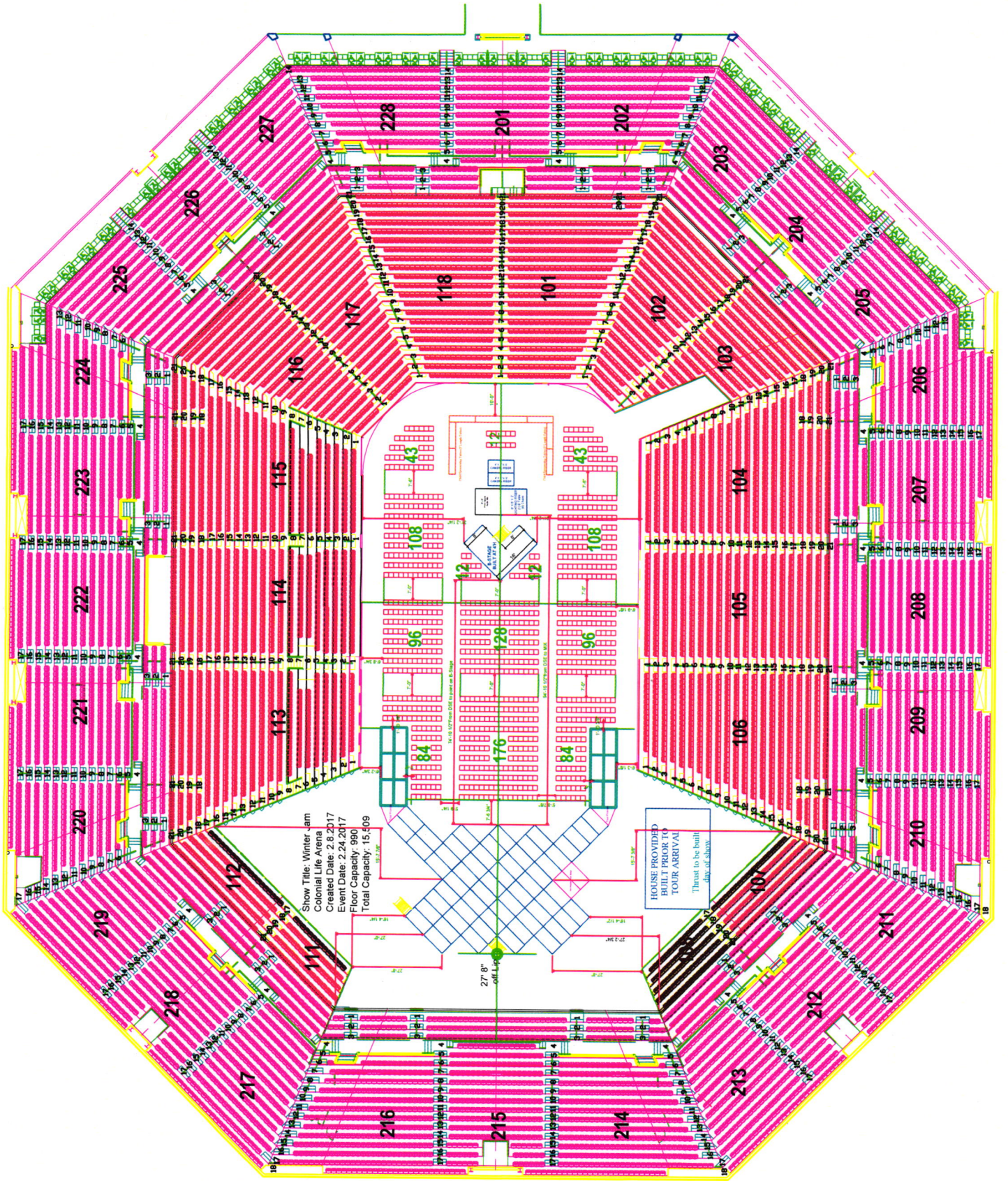
Parker Hudson  
Event Manager  
Radio Channel 4

Shannon Motley  
Box Office Manager  
Radio Channel 4

Chanell Thomas  
Marketing Manager  
Radio Channel 4

Andre Jackson  
Operations Supervisor  
Radio Channel 6

Vinny Hourigan  
Production Manager  
Radio Channel 3



Show Title: Winter .am  
Colonial Life Arena  
Created Date: 2.8.2017  
Event Date: 2.24.2017  
Floor Capacity: 990  
Total Capacity: 15,409

HOUSE PROVIDED  
BUILT PRIOR TO  
TOUR ARRIVAL  
Thrust to be built  
div. of show.