

What Needs to be Done?

*To help make your event as magical as possible, please read the following **VERY CARE-FULLY**. Be sure to keep this page in a safe place. **THANKS!***

- ❑ **CALL DAVID THE WEEK OF PERFORMANCE 860-304-0021:** We will finalize details and last-minute changes.
- ❑ **CONFIRM PUBLICITY:** Check to make sure flyers, posters, newspaper articles, tickets and or radio announcements have been done.
- ❑ **FACILITIES:** It is understood that to provide the best possible magical experience, David needs a **performance area at least 12 feet wide and 8 feet deep**, which is **raised** at least 1 foot for every 100 people in attendance (e.g. floor level for 75 people, 2 ft for 225 people, 4 ft for 400 people). You will also be responsible for providing **110 volt AC grounded electricity** to within 5 feet of the performance area. This area needs to be in front of a **neutral background** (usually a solid wall with no backlight, windows, mirrors, doorways or other distractions). Otherwise, some of the most powerful magic will be limited.
- ❑ **DIRECTIONS:** Please send directions to David at 8 Prospect Street, Essex, CT 06426. You may also e-mail directions to David@Reed-Brown.com
- ❑ **PUSH BROOM & VACUUM FOR CONFETTI:** Please have someone on hand to help clean up a significant amount of confetti in the stage area.
- ❑ **ARRIVAL, LOADING & DEPARTURE:** David will arrive 90-120 minutes before the performance. Please have someone there to assist with unloading equipment before and reloading it after the performance. David is usually driving away 60 minutes following the performance.
- ❑ **PRIVACY:** It is understood that in order to provide a mystifying experience of wonder, David will need **secured privacy** for setting up his show without being interrupted. He also needs a secure place to store packing cases.
- ❑ **LEVITATION & ILLUSIONS:** If David will suspend someone in the air or perform another illusion for your guests, **please have that person arrive one hour before the performance**. Lighter, more slender people work well for his illusions. David prefers to levitate women, and he will only put a man in the guillotine.
- ❑ **RECORDING:** It is understood that there will be **no video recording** of the performance without his permission.
- ❑ **TAX WITHHOLDING:** It is also understood that David Reed-Brown is hired as an **independent contractor** and not as an employee. As an independent contractor, he assumes all responsibility for withholding tax and social security.
- ❑ **CANCELLATION** of the performance or any **CHANGES** to the scheduled date and time must be agreed on by both parties. Please refer to the confirmation letter. Thank you.

