

Festival of Praise Tour Presents...

“TEXTURE of a MAN” PROMOTER’S GUIDE

We are so very excited you have joined the **Festival of Praise 2018** team as an authorized promoter in your selected market!

In an effort to maintain a consistent, united face for this awesome tour and to insure we reach our goal of making this tour a great success all parties involved, we have created the following guidelines for all FOP Tour promoters.

Please review the following guide thoroughly and let us know if you have any questions. We’d like to thank you in advance for your cooperation and we look forward to your continued success with the Festival of Praise Tour!!



Concert Ticket Design:

All FOP concert tickets must have the same consistent design and language. Please reference the enclosed ticket design sample when designing your for-sale tickets through Ticketmaster (or other 3rd party vendor.)

Flyers/Graphics:

Sponsor must utilize the official FOP artwork provided by our approved graphic design vendor: **Voice Over Productions**. They will create materials specific to your event and offer competitive rates. Just provide them pertinent details surrounding your specific show and they'll do the rest!

Phone: 248-737-3335

Email: vopbrandy@gmail.com

Email: VOP@aol.com

Radio Spots/TV Ads

Sponsor must use authorized Radio/TV spot production, provided by **Gerald McBride of Voice Over Productions**.
Phone: 248-737-3335 / **Email:** VOP@aol.com

Or place your order online at **www.vopstudio.com** by downloading the order sheet. Radio/TV spots will be customized to your specific show details.

Venue Selection:

When selecting a venue, please consider seating capacity (minimum of 2500 seats) and stage dimensions (min of 60x40) to minimize issues with production, and stage plot issues, etc. Please read attached rider in its entirety for more info.

On-Sale Dates/Ticket Sales:

Promoter must provide management with their confirmed on sale date. (The official on-sale date for the tour was January 12, 2018.) Promoter must also provide management with ticket purchase links and **weekly** ticket-sale counts starting the first **Monday** of the on-sale week. Please submit ticket counts to F2FManagement@gmail.com.

Festival of Praise Tour Presents...

“TEXTURE of a MAN”

CONCERT TICKET & TICKETMASTER WEBSITE FORMATTING

PLEASE NOTE: The name of the tour is **highlighted** in the ticket sample and is **exactly** the way it should be listed on all tickets for the FOP tour shows. Please **do not** alter the title. All other information contained in the sample should be customized to your specific event and is **only** provided as a layout example:

FOP14 EVENT CODE	211 SECTION/AISLE	4 ROW/BOX	18 SEAT	55.00 ADMISSION
<p><i>Festival of Praise Tour Presents...</i></p> <p>TEXTURE of a MAN</p> <p>{YOUR VENUE INFO} {VENUE ADDRESS}</p> <p>{YOUR SHOW DATE & TIME}</p>				

Please forward the information below to your Ticketmaster rep. This is how your Festival of Praise event build should be created.

NOTE: PLEASE BE SURE TO CONFIRM THE EXACT ARTIST LINEUP FOR YOUR EVENT AND MODIFY ACCORDINGLY:

***TICKET MASTER FORMATTING**

- **Performance Line: Festival of Praise Tour Presents "Texture of a Man"**
- **Major Category: Concerts**
- **Minor Category: R&B/Urban Soul**
- **Primary Act: Texture of a Man**
- **Secondary Act: Fred Hammond**
- **Act 3: Donnie McClurkin**
- **Act 4: Take 6**
- **Act 5: Charles Jenkins**
- **Act 6: James Fortune**



FESTIVAL of PRAISE TOUR RIDER

Rider attached hereto and made part of contract dated _____ between FACE TO FACE INC., F/S/O Festival Of Praise, (herein after referred to as “Producer”) and _____ (hereinafter referred to as “Sponsor”). This rider applies to all dates mentioned in the attached contract. All items contained herein shall be supplied at Sponsor’s sole expense unless otherwise noted in writing herein or in writing from Artist.

1. PERMITS, LICENSES, CERTIFICATES

Sponsor, at the Sponsor’s sole cost, shall obtain all license, permits, certificates, authorizations or other approvals required to be obtained from any union, guild, public authority, performing art society or other entity properly having jurisdiction over or with respect to the engagement and shall comply with and satisfactorily fulfill all terms, conditions, and fail to obtain the same not later than thirty (30) days prior to the engagement or default with respect to any such term, condition, or covenant. Artist may terminate this agreement and all of Sponsor’s rights hereunder shall be sole the responsibility of Sponsor and Sponsor shall hold Artist and any party claiming an interest through Artist wholly harmless therefrom.

All song performed by Artist are in the catalogue of ASCAP and BMI.

2. CONSTRUCTION, APPLICABLE LAW

This agreement constitutes the parties entire understanding and shall not be modified, except in writing, signed by both parties.

This agreement shall be construed in accordance with the laws of the State of Texas applicable to agreements entered into and wholly performed therein.

This agreement shall not become binding upon Artist until the full amount of the deposit as given in the contract attached to this rider is in the office of the Artist and a copy of this agreement has been signed, and wherever necessary initialed by both parties.

3. INSURANCE

SPONSOR shall indemnify and hold Artist, it’s contractors, employees, licenses, and designees, harmless from and against any loss, damage, or expense including reasonable attorney fees incurred or suffered by or threatened against Artist in connection with or as a result of any claim for personal injury or property damage or otherwise brought by or on behalf of any third party, person, firm, or corporation as a result of or in connection



FESTIVAL of PRAISE TOUR RIDER

with the engagement. To this end, Sponsor will obtain at his sole expense, a policy of insurance therefore naming Fred Hammond, Donnie McKlurkin, Take 6, James Fortune, Charles Jenkins and Face To Face Inc./Face To Face Entertainment Design Group, and it's contractors, employee's as additional insured, in an amount required by building contract but in no event to be no less than one million dollars (1,000,000.00).

4. RUNNER FOR ROAD/PRODUCTION MANAGER

A runner shall be provided by the Sponsor at the venue to assist the road/production manager in any needs that may arise, and he must be familiar with location of local music store, electrical supply store, hardware stores and must have a 15 passenger van.

5. GROUND TRANSPORTATION

SPONSOR shall supply Producer with two fifteen (15) passenger vans with drivers and four (4) SUV's with drivers to convey Artist to and from all points during the engagement. Vehicles must be full of gas, clean (inside and out) and in perfect running order. Vehicles and driver are to meet Artist at whatever location the road/production manager informs of in advance. This vehicles are for the exclusive use of Artist at all times whether he (Artist) is using it or not at any particular moment. Sponsor agrees to provide separate transportation for any other artist appearing on this concert.

6. PRODUCTION OFFICE

The tour production office needs to be a medium size room and it is necessary that this room contain the following:

1. Minimum of two electrical outlets.
2. Minimum of one outside single phone line (no multi-line system) capable of having the tour fax /phone attached.
3. Good lighting
4. Chairs and table or desk space for two adult workstations. Phone # for the production office must be called into Producer's office a minimum of two weeks prior to the concert that office # is 972-293-2885.



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7. DRESSING ROOMS

Sponsor shall supply Artist with any of the following choices or dressing rooms for the exclusive use of Artist. Four (4) Star Dressing rooms, and five (5) large dressing rooms which can (at Producer discretion) comfortably accommodate ten (10) people standing and/or sitting. These rooms must be completely clean five (5) hours in advance on the day of performance.

These room must contain the following items:

- Ten (10) padded and matching chairs
- Five (5) dressing tables with mirrors
- One (1) six foot table with a white table cloth
- Hot/Cold running water
- Large trash container
- Six (6) unopened bars of soap
- One (1) or more enclosed toilets
- Two (2) rolls of unopened toilet paper
- Ten (10) white bath towels and a roll of paper towel

All dressing rooms that at the discretion of Artist's road/production manager shall be stocked with and contain all items above. Articles named above shall be provided for all five dressing rooms.

8. STAGING

A permanent stage area is needed at the size of 60' x 40'. If the event is at a theater there is a great possibility that the staging area will have a proscenium threshold, that being the case Producer will need rigging points downstage of the proscenium and these point will be designated for sound and light rigging points. The surface of the floor must be a Black smooth finish (no grooves, protrusions, and frictionless). A constructed stage must have two sets of stairs w/ handrails and lights.

9. STAGE PLOT

Sponsor shall follow Producer's stage plot as outlined or discussed with Producer. All equipment is to be in the positions as stated in the stage plot at least hour prior to Producer's sound check time, and stay in these positions until conclusion of Producer's performance.



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10. MIXING POSITION

FOH position shall be placed at stage center seventy-five feet back. Sponsor will hold appropriate number of seats closer than the FOH area to reseat patrons who will be displaced by positioning of the mixing consoles. Producer tour manager (Raymond Hammond) shall determine the number of sets to reserve for the equipment. Sponsor shall provide security for this area.

11. POWER REQUIREMENTS

Sound/Lighting/Video 1 - Three phase (3) 120/208 volts, 400 amps per leg, 2 – three phase (3) 120/208 volts, 200 amps per leg **five (5) wire within seventy-five** (75) foot from stage (Venue internal power if available).

If venue power is in-adequate please follow spec for generator.

Generators 2 - Whisperwatt 70kw crystal sync genset, three phase 120/208 volts 200 amps per leg, 1 - Whisperwatt 120kw crystal sync genset, three phase 120/208 volts 400 amps per leg with 2 sets of 100 ft. five wire feeder terminating to cam lock, and tails.

Connections All connections must be provided without fluctuation or deviation of more than 5% in voltage or in 1% in frequency

12. LOAD – IN

Twelve (12) professional stagehands, four (4) riggers, six (6) loaders and One (1) electrician to be on call through set up, show and load out. ***Volunteer labor is not acceptable and shall be rejected upon show advance.***

Load in time is tentatively scheduled for 9:00AM and will be confirmed by Tour production manager.

13. SHOWCALL / SPOTLIGHTS

Four (4) deck hands
Four (4) spotlight operators
One (1) houselights operator (preferably an electrician)
Stage call one hour before show time
Sponsor shall provide Four (4) 2k Xenon spot lights



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14. LOAD OUT

Same personnel as required to load in.

15. COMMUNICATION/STAGE/HOUSE/LIGHTS

Sponsor shall provide a Clear Com system between FOH mix position, House lighting control and Spotlight operators. The Clear Com system must be in good working order and kept clear of any conversation not relative to the Producers performance. All stage personnel are required to cooperate in this matter.

16. Catering

Hot breakfast for 15, Lunch for 25, Dinner 50

Catering will be advanced by Production/ road manager.

17. Production

Sound, lights, set, Producers video playback system and backline shall come with tour production.

18. MERCHANDISING

Sponsor shall supply producer with six (6) six foot tables with twelve chairs in the lobby of the venue, and four persons to help merchandising manager sale product.

Table will be set up in advance of Artist's arrival for sound check.

Accepted and Agreed to:

Accepted and Agreed to:

CATERING RIDER

PERSONNEL:

- **Breakfast:** 15 People
- **Lunch:** 25 People
- **Dinner:** 50 People

DINNER MEALS:

Please make sure dinner service is served on dinner plates (china, etc.) with silverware and drinking glasses.

EACH MEAL SETTING SHOULD HAVE THE FOLLOWING ITEMS:

- A dressed room with **an attendant**, suitable/sturdy chairs, and table clothes covered with white table clothes.
- Coffee and Tea Service (w/ non-dairy creamer)
- Assorted beverages including cold water, carbonated and non-carbonated drinks, diet soda, and fruit juices.
- Condiments (as appropriate for meal i.e. Ketchup, Mustard, Mayo, Butter, Jelly, Syrup, Steak Sauce, Hot Sauce, etc.)
- Salt, Pepper
- Sugar, Splenda/Equal, and Honey
- Clean Ice for consumption (preferably crushed whenever possible.)
- Carry-Out Containers, Plastic wrap/Aluminum Foil, Napkins, Plates, Eating Utensils.
- **Please provide a toaster for breakfast meals.**

DRESSING ROOMS:

Each Dressing room should be equipped with:

- Hot Water for Tea w/Honey, Lemons, Sugar/Equal
- Bottled Water (cold and room temperature)
- Assorted lunch-sized potato chips/snacks
- Peppermints and Cough Drops

NOTE: The menu's below have been provided for your convenience. You may select either menu for the week or weekend day that corresponds with the day of your event.

MONDAY

Breakfast:

Grilled/Sliced Ham
Assorted Pastries (Muffins, Danishes, Doughnuts)
Eggo Waffles (Plain and Blueberry)
Bread (Wheat Bread, Bagels)
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Sandwich Trays (Turkey, Ham, Chicken Salad)
Soup: Chicken Noodle w/ Saltine Crackers
Potato Chips
Tortilla Chips and Salsa
Assorted Cookies (Chocolate Chip, Oatmeal Raisin, and Peanut Butter)
Assorted beverages including carbonated and non-carbonated beverages

Dinner:

Grilled Hamburgers, Hot Dogs, Smoked Sausage w/ Buns
Steak Fries
Coleslaw
Soup: Chicken Noodle w/ Saltine Crackers
Dessert: Apple Pie

MONDAY

Breakfast:

Grilled/Sliced Ham
Eggo Waffles (Plain and Blueberry)
Assorted Pastries (Muffins, Danishes, Doughnuts)
Bread (Wheat Bread, Bagels)
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Italian Sausage w/Grilled & Peppers
Soup: Cream of Potato Soup w/ Saltine Crackers
Potato Chips
Assorted Cookies (Chocolate Chip, Oatmeal Raisin, and Peanut Butter)
Assorted beverages including carbonated and non-carbonated beverages

Dinner:

Grilled Chicken
Rice Pilaf
Broccoli w/ Optional Cheese Sauce
Soup: Chicken Noodle w/ Saltine Crackers
Caesar Salad
Bread Rolls
Dessert: German Chocolate Cake

TUESDAY

Breakfast:

Pigs in a Blanket/Sausage Rolls
Eggo Waffles (Plain and Blueberry)
Hard Boiled Eggs
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Turkey Club Wraps or Croissants
Chef Salad w/ Hard Boiled Eggs on the side (w/ French, Ranch, Balsamic Vinegarette
Soup: Vegetable Beef
Dessert: Chocolate Brownies (with and without walnuts)

Dinner:

BBQ Chicken
BBQ Ribs
Green Beans
Cream Corn or Sweet corn on the cob
Macaroni & Cheese
Soup: Chicken & Rice
Garden Salad w/ 2 Dressings (Italian, Ranch)
Dessert: Sweet Potato Pie

WEDNESDAY

Breakfast:

Breakfast Burritos (Eggs, bacon, tomato, bell peppers) w/ cheese option on the side
Eggo Waffles (Plain and Blueberry)
Bread (Wheat Bread, Bagels)
Blueberry & Banana Nut Muffins
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

BBQ Pulled (shredded) Pork and Chicken
Hamburger Buns
Coleslaw
Potato Chips
Chocolate Brownies (with and without walnuts)

Dinner:

Meat Lasagna & Vegetable Lasagna
Garden Salad w/ 2 Dressings (Italian, Ranch)
Garlic Bread
Soup: Vegetable Beef Soup
Dessert: Yellow Cake w/Cream Cheese Frosting

WEDNESDAY

Breakfast:

Pigs in a Blanket/Sausage Rolls
Eggo Waffles (Plain and Blueberry)
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Chef Salad w/ Turkey, Ham, Bacon, Cheese, Hard Boiled Eggs **ON THE SIDE** (w/ French, Ranch, Balsamic Vinaigrette, Italian Dressing)
Soup: Chicken & Dumplings
Assorted Cookies (Chocolate Chip, Oatmeal Raisin, and Peanut Butter)

Dinner:

Pasta w/ Chicken & Beef Options
Red & White Sauces
Vegetable Medley
Garden Salad w/ 2 Dressings (Italian, Ranch)
Garlic Bread
Soup:
Dessert: Cheesecake (plain and w/fruit topping)

THURSDAY

Breakfast:

Bacon
Eggo Waffles (Plain and Blueberry)
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea
Fruit Juices (Apple, Orange, Cranberry)
Milk (2%)

Lunch:

Chicken Wing Dings (Cooked extra crispy: Plain, Buffalo, Lemon Pepper, and BBQ)
Potato Salad
Baked Beans
Dessert: Apple Pie

Dinner:

Pot Roast
Mashed Potatoes & Gravy
Sautéed Green Beans or Green Bean Casserole
Candied Carrots
Bread Rolls
Garden Salad w/ 2 Dressings (Italian, Ranch)
Soup: Chicken Noodle Soup
Dessert: Carrot Cake

THURSDAY

Breakfast:

Sausage Biscuits (with and w/o cheese)
Eggo Waffles (Plain and Blueberry)
Assorted Pastries (Muffins, Danishes, Doughnuts)
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal (Maple & Apples/Cinnamon)
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Fajitas (Steak & Chicken)
Chips and Salsa
Sour cream, Cheese, Grilled Onions, Peppers, Guacamole
Dessert: Chocolate Brownies (with and without walnuts)

Dinner:

Baked Fish (Whiting)
Meatloaf
Baked Potatoes (Bacon bits, shredded cheese, butter, sour cream, chives on the side)
Green Beans
Creamed or Sautéed Spinach
Caesar Salad
Dessert: Key Lime Pie

FRIDAY

Breakfast:

Breakfast Burritos (Eggs, bacon, tomato, bell peppers) w/ cheese option on the side
Eggo Waffles (Plain and Blueberry)
Blueberry & Banana Nut Muffins
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Taco & Nacho Bar—(Ground Beef/Steak/Chicken)
Shredded Lettuce, Tomato, Cheese, Sour Cream, Guacamole, Salsa
Soft & Hard Taco Shells
Mexican Rice
Black Beans or Refried Beans
Dessert: Assorted Cookies (Chocolate Chip, Oatmeal Raisin, and Peanut Butter)

Dinner:

Fried Chicken & Fried Fish (Catfish—BONELESS)
Rice Pilaf
Vegetable Medley
Soup: Bean and Ham w/ Saltine Crackers
Garden Salad w/ 2 Dressings (Italian, Ranch)
Dessert: Lemon Pound Cake

FRIDAY

Breakfast:

Bacon & Sausage Links
Eggo Waffles (Plain and Blueberry)
Blueberry & Banana Nut Muffins
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Taco & Nacho Bar—(Ground Beef/Diced Chicken)
Shredded Lettuce, Tomato, Cheese, Sour Cream, Guacamole, Salsa—ON THE SIDE
Soft & Hard Taco Shells
Mexican Rice
Black Beans or Refried Beans
Dessert: Apple Pie

Dinner:

Fried Chicken & Fried Fish (Catfish—BONELESS)
Rice Pilaf
Vegetable Medley
Soup: Bean and Ham w/ Saltine Crackers
Garden Salad w/ 2 Dressings (Italian, Ranch)
Dessert: Lemon Pound Cake

SATURDAY

Breakfast:

Ham or Canadian Bacon
Eggo Waffles (Plain and Blueberry)
Scrambled Eggs
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Turkey Club Wraps or Croissants
Chef Salad w/ Hard Boiled Eggs on the side (w/ French, Ranch, Balsamic Vinegarette)
Soup: Vegetable Beef
Dessert: Chocolate Brownies (with and without walnuts)

Dinner:

BBQ Chicken
BBQ Ribs
Green Beans
Cream Corn or Sweet corn on the cob
Macaroni & Cheese
Garden Salad w/ 2 Dressings (Italian, Ranch)
Dessert: Sweet Potato Pie

SATURDAY

Breakfast:

Pigs in a Blanket/Sausage Rolls
Eggo Waffles (Plain and Blueberry)
Hard Boiled Eggs
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Turkey Club Wraps or Croissants
Chef Salad w/ Hard Boiled Eggs on the side (w/ French, Ranch, Balsamic Vinegarette)
Soup: Vegetable Beef
Dessert: Chocolate Brownies (with and without walnuts)

Dinner:

Baked Potato Bar w/ choice of Chicken, Steak, or Shredded Pork Topping
Cheese, sour cream, bacon bits, butter, green onions
Garden Salad
Soup: TBD

SUNDAY

Breakfast:

Breakfast Meats (Bacon, Sausage and Ham)
Eggo Waffles
Scrambled Eggs
Breakfast Potatoes
Bread (Wheat Bread, Bagels)
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Chicken Wings
Soup: Bean & Ham
Garden Salad w/ 2 Dressings (Italian, Ranch)
Dessert: Cupcakes (Yellow Batter)

Dinner:

Turkey (Wings & Legs)
Cabbage or Southern Style Greens (Collard/Mustard Mixed)
Candied Yams or Steamed Carrots
Dressing/Stuffing w/ Cranberry Sauce
Garden Salad w/ 2 Dressings (Italian, Ranch)
Dinner Rolls
Dessert: Pound Cake

SUNDAY

Breakfast:

Breakfast Meats (Bacon, Sausage and Ham)
Eggo Waffles (Plain and Blueberry)
Scrambled Eggs
Breakfast Potatoes
Fresh Fruit (Bananas, Apples, Oranges)
Assorted Cereals or Oatmeal
Coffee/Tea/Fruit Juices (Apple, Orange, Cranberry)/Milk (2%)

Lunch:

Grilled Chicken Salad w/Bacon, Cheese, Hard Boiled Eggs **ON THE SIDE** (w/ French, Ranch, Balsamic Vinegar, Italian)
Soup: Chicken & Rice
Dessert: Yellow Cake w/Cream Cheese Frosting

Dinner:

Ribeye Steak (w/ grilled onions and mushrooms on the side)
Fried Cod
Baked Potatoes or skillet potatoes
Broccoli w/Optional Cheese Sauce
Garden Salad w/ 2 Dressings (Italian, Ranch)
Dinner Rolls
Dessert: Cheesecake (plain & w/fruit topping)