

Booking and getting the best from Beverley Brass Band



This guide is intended to help you to make a success of your event when hiring Beverley Brass Band. Our Band is proud of the high standard of music and also enjoys performing and sharing our music with others. The performance itself, however, is only part of the overall event, and in order that we make the best possible contribution we ask that you spend a few moments to check through this guide.

The guide consists of the following parts:

- 1. How to get the best from the Band** – This describes the points to consider when hiring the band.
- 2. Event Checklist** – This is an overview of the key details of your event. Where possible we have completed this form, however please check through, completing any outstanding information and then preferably save the document and return it by email to our Engagements Secretary. This should ensure that both parties are clear about our respective commitments well in advance of the event.

Contacting us:

If you have any queries whatsoever about this guide, or any other aspect of booking **Beverley Brass Band** for your event, please contact:

Website www.beverleybrassband.co.uk

Photo Blog <http://beverleybrassband.blogspot.co.uk/>

1. How to get the best from the Band

What do you want the Band to do?

It's best to have a clear idea of what you want the band to do.

- What is the event – date, times, location?

- Do you want a full concert?
- Will there be a formal audience for the band (in which case the band may want to prepare a compere and a programme.)
- Do you just want background music? If so, to what kind of event?
- Is the band accompanying singing or other activities? (In which case greater detail and liaison will be required).
- Are additional groups (musical or other) also taking part in the same event? How will the time / stage area be shared?
- How long do you want the band to play for? With what intervals?

What to provide

- For nearly all events the Band will require seating (usually around 25 brass and 2 percussionists).
- Chairs with arms make things difficult for brass players, so it's best to avoid them if at all possible.
- The band formation used is shown below. The Band would ideally expect to occupy a space of around 7m x 7m, though smaller spaces may be accommodated. We are able to play on some 'tiered' stages, but this is dependent entirely on the size and location of the tiers. This must be discussed and agreed with the band in advance.
- The Band will need a back room or similar space to congregate and warm-up before playing, including somewhere to store the instrument cases.
- There needs to be adequate overhead lighting for the band to be able to see their music. Spotlights shining straight at the band will not be sufficient.

Percussion

- It is helpful to inform the band how they will access the venue – will there be a long way to carry equipment, or can the venue be accessed more easily? Is the venue at ground level, or is it on a higher floor, in which case is there a lift available? These points will then be borne in mind when the band is assembling its programme.
- The Band will usually arrive by private cars and will need somewhere to park. Instructions of where is suitable will be most helpful. Close vehicular access to the venue for the Band's larger instruments and equipment would also be appreciated.
- Light refreshments are always welcome – particularly at intervals – as playing is thirsty work! If you would like to provide the band with more substantial refreshments, please do that at the end. It's not good practise to play immediately after eating and / or drinking! Although exceptions can be made.

Outdoor engagements

- The open-air is a good place for a brass band in the summer, but attention should be given to the location. Drums particularly are vulnerable to extreme heat and rain and wet music is very difficult to read, so a shady spot or under cover of some kind is preferable.
- It is useful if the playing area can have some shelter from wind. Music

stands carrying music are particularly difficult to deal with in even moderately breezy conditions, so any shelter is always appreciated. The Band will bring their own pegs to hold the music on the stands, but can't stop them blowing over!

- In the case of wet or inclement weather, what will happen? Will the event be cancelled, or moved indoors? Will the band still be required? If the band's services are cancelled, what notice would we receive, and would there still be payment available?
- From a practical point of view, the ground needs to be relatively flat. Not only is it important for the physical position for somebody who is to work sitting down for an hour or two, but music stands are top heavy and can be unstable if the ground is not good. If you want the band to play on grass, please bear in mind that chairs with thin legs, on soft ground quite easily sink into the turf. We would certainly appreciate some wooden flooring to avoid this situation.
- You need to think what will be going on around the Band. For safety, we should not be placed next to a busy road. Think also of animals –which can be startled by a band and of other sounds that will be around us that could detract from your listeners' enjoyment.

Timing

Beverley Brass Band is an amateur organisation and most of our players have full-time jobs, so it is often difficult to get the Band together during working hours.

- We accept bookings well in advance. Please book early. But see <http://www.beverleybrassband.co.uk/engagements.html> first which shows engagements we have already confirmed.
- As an amateur band, we limit our commitments across the year. Early booking will limit any disappointment.
- Once at the venue, the Band will require time to set up – at least three quarters of an hour prior to the playing time, possibly longer in certain circumstances. If there is a shared arena / stage, then details will need to be resolved of how and when the interchange between performances / stage areas will take place.
- Percussion is always a challenge – it takes quite a while to set up properly. Modern brass band repertoire demands quite a range of percussion, however this will depend on the programme for your event and, in some cases, the space available.
- The Band prefers engagements that have a reasonable length of playing required. An event that only demands 15 or 20 minutes of music is not ideal. An hour or two is more usual, and ensures that you get the best value from the Band. A typical concert format would be 45 minutes playing in each half, with a 30 minute break. Please bear in mind that extremes of heat and cold make sustained playing without a break more difficult.

Payment

- You will not have to pay professional rates for our services; however our performances are always carried out in a professional manner! We provide excellent value for money – a high standard musical performance for a reasonable fee. An appropriate fee will be quoted to you once we know in outline what the engagement entails.

- It does cost a lot of money to run the Band, including music, rehearsal facilities and of course instruments, which are all in excess of £1000 each. The funding for this comes from our engagements and other fund raising activities. Individual players do not receive payment.
- We can really make your event come alive, so this is worth paying for.

Promotion

- In any promotional material, please ensure that the band is referred to as '**Beverley Brass Band**'.
- Our Musical director is **Mr Peter Kench**.
- Further information and photographs can be provided on request by our Engagements Secretary, or simply downloaded from our website, or our blog <http://beverleybrassband.blogspot.co.uk/> (Please do give credits on websites to the photographer if these details are shown on our website).

2. Event Checklist

Please check, and complete this form as fully as possible, returning a copy to our Engagements Secretary via iajn@mjl.co.uk

Details of Event:	
Event	
Date of the Event	
Start Time	
Finish Time	
Location address	
Location postcode (for SatNav)	
Type of Concert Required Formal / Last Night of the Proms / Background etc.	
How long will the band play for?	
With what intervals?	
Public / Private? Other Groups present?	
Details of the Event Organiser	
Name of Organiser/ Main Contact	
Telephone Number	
Email address	
Outdoor Events	
Is cover / shelter available from rain / wind? Please provide brief details.	
Is there an alternative venue? If so where?	
Inclement weather cancellation details	
General playing location (if held on a large outdoor site)	
Any other details	
What will be provided?	
Chairs?	
Approx 30 required	
Approx. playing space available	
Warm-up / changing / storage room/area?	
Is performance area readily accessible? (stairs / lift)	
Access for equipment? Via?	
Parking for 10 – 15 cars?	
Refreshments?	
Anything else you feel we should know or be aware of?	