



FIRST ASSEMBLY FORT MYERS ■ ■ ■ 2026

VENUE RIDER

TO SEE EVERY PERSON KNOW GOD AND SHARE HIS LOVE

CONCERTS

TOURS

WORSHIP NIGHTS

CONFERENCES

BROADCASTS

VENUE OVERVIEW

First Assembly of God Fort Myers is a full-service venue and live production environment designed to support concerts, worship nights, conferences, tours, broadcasts, and special events. Our team is committed to creating a professional, organized, and excellent experience for all guests, artists, and production teams.

VENUE CONTACTS

Chasity Wallace | Event Manager

Email: Claguna@famfm.com
Phone: (239) 938-5000

Micah Solomon | Creative Executive Pastor

Email: Msolomon@famfm.com
Phone: (205) 478-2153

Sean Welch | Technical Director

Email: Swelch@famfm.com
Phone: (630) 486-7153



FAMFM

BOOKING TERMS

- Venue Fee: \$5,000 (See Payment Terms)
- Bus parking acknowledgment required
- All volunteers receive free admission to the event
- FA|FM does not provide catering or lodging
- COI and W-9 required upon booking
- Run sheet required two (2) months prior to event

PAYMENT TERMS

Deposits & Due Dates

- A non-refundable \$500 deposit is due upon booking
- Final balance is due the day of the event
- A \$250 late fee will be added if payment is not received by the event date
- An additional \$250 fee will be charged every 14 days until payment is completed
- A \$1,000 donation to the Load In/Out Team organization is due the day of the event

Payment Methods

- A secure payment link will be emailed through Bill.com

CANCELLATION POLICY

- Cancellation requires an 8-week notice
- In the event of unforeseen circumstances (natural disasters, emergencies, etc.), the event may be rescheduled at no additional cost
- The non-refundable deposit still applies

LIABILITY & INSURANCE

- The event team is responsible for any damages or injuries occurring during the event
- The event team must maintain adequate insurance coverage for the duration of the event

CONFIDENTIALITY

- Sensitive information shared between the organization, artists, and event staff must remain confidential and protected.

DISPUTE RESOLUTION

- Any disagreements or disputes should first be resolved through mediation and arbitration by contacting the First Assembly Creative Executive Pastor.



EVENT ADVANCING PROCESS

60 Days Prior

- Initial production meeting
- Submit technical rider
- Submit preliminary schedule

30 Days Prior

- Finalize run sheet
- Confirm staffing and volunteers
- Confirm production needs

7 Days Prior

- Final walkthrough call
- Confirm arrival times
- Confirm hospitality and logistics

EVENT TIMELINE EXPECTATIONS

- Standard load-in begins at scheduled approved time
- Soundcheck must conclude according to approved production schedule
- Doors open according to approved event timeline
- Event must conclude according to venue agreement
- Load-out must conclude within approved load-out window

FA|FM

VENUE GUIDELINES

- No smoking or vaping inside the building
- No alcohol or illegal substances permitted on campus
- No pyrotechnics without prior written approval
- No glitter or confetti without prior approval
- All stage décor must be approved in advance
- All fire exits, entrances, and walkways must remain clear at all times

PRODUCTION RESPONSIBILITIES

- Visiting production teams are responsible for advancing all technical requirements prior to the event
- Any additional rental equipment required beyond house inventory is the responsibility of the event organizer
- Final production schedule and run sheet must be approved by the FA|FM production team
- Any external production vendors must coordinate directly with venue production staff prior to event day

SECURITY & BACKSTAGE ACCESS

- Backstage access is limited to approved credentialed personnel only
- Event organizers are responsible for artist/security staffing unless otherwise agreed upon
- FA|FM is not responsible for lost or stolen items
- Dressing rooms and backstage spaces must remain clean and organized throughout the event

INTERNET & MEDIA

- Guest Wi-Fi access available upon request
- Any live broadcast or recording must be approved in advance
- Venue branding or logo usage must receive prior approval
- Photography and media teams must coordinate with venue staff prior to event day

EMERGENCY PROCEDURES

- Emergency exits are located throughout the venue
- Medical emergencies should be reported immediately to venue staff
- All fire lanes and exits must remain clear at all times
- Venue staff reserve the right to pause or stop the event in the event of an emergency situation

BUS & SEMI-TRUCK PARKING

- Buses and trucks must remain in the approved parking area (see campus map) Bus parking is regulated by local law-enforcement.
- Vehicles may load in and out at the designated loading zone only
- After load in/out is completed, vehicles must move to the assigned parking area
- Do not block entrances, exits, fire lanes, or handicap-accessible parking spaces



MAP KEY

P PARKING AREAS

- A PARKING
- B PARKING
- C PARKING
- D PARKING
- E PARKING

BUILDINGS

- Main Auditorium
- Colonial Chapel
- Gym / The Plex
- Kids Building
- Cafeteria

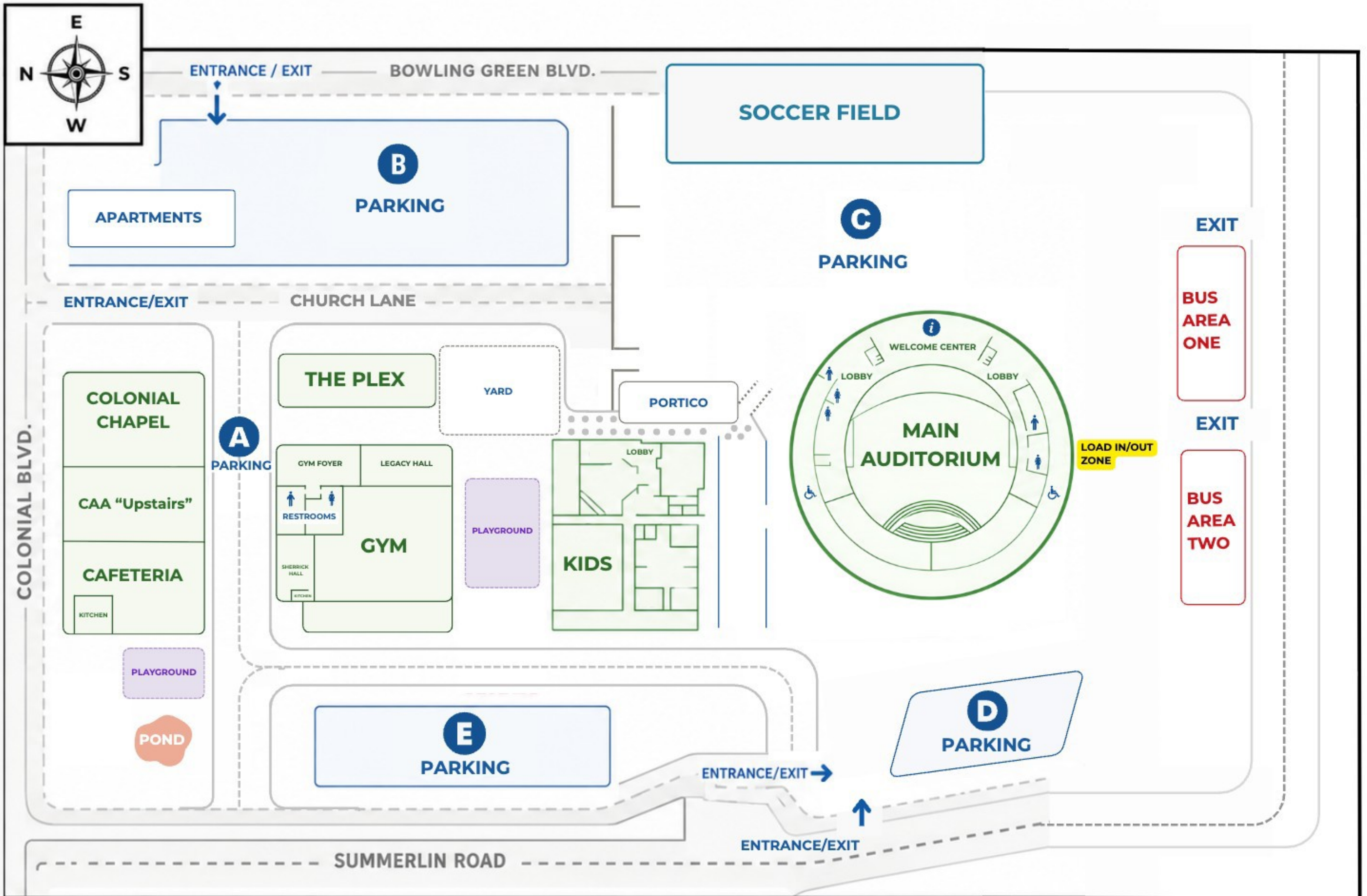
ACCESS POINTS

ENTRANCE/EXIT

- MEN'S RESTROOM
- WOMEN'S RESTROOM
- ACCESSIBILITY

BUS PARKING AREA

LOAD IN/OUT ZONE



LOAD IN/OUT ZONE

Proceed to the ramp and door labeled 20 & 19.



Walkway to the load zone.

VENUE INFORMATION

STAGE DIMENSIONS

- **65' x 30' available stage space**

INSTRUMENTS

Keyboards

- Yamaha Motif XS8
- Roland Fantom G8
- Yamaha MODX8+
- Hammond C3 Organ

Drums

- Roland V-Drums VAD706GX
- TD-50X Module



AUDIO SYSTEM

Main Output

- Yamaha CL5 (Stereo Mix)
- 2x Yamaha Rio3224-D Stage Boxes

Main PA

- 8x Meyer Leopard Line Arrays
- 2x Meyer X-1100C Subs (LR)
- 1x Yorkville Elite LS801P (Center)

Monitors

- 8x Floor Monitors (3 separate mixes)
- Allen and Heath Avantis
- IEM
 - Shure PSM 300
 - P93RA body packs

MICROPHONES

Wireless

- 12x Shure SM58 Wireless
- 12x Shure KSM11 Capsules

Headsets

- Countryman H6
- Countryman E6

VIDEO SYSTEM

Image Magnification

- 2x Epson Side Projectors

LED Wall

- Full Wall Dimensions: 6144 x 1344
- Center Section Dimensions: 3840 x 1344

Systems

- ProPresenter 7
- Pro Video Player (PVP)

Cameras

- 3x Panasonic Varicam 4K Cameras

Lens Sizes

- 25 – 300 mm
- 85 – 300 mm
- 20 – 120 mm



BROADCAST

- Blackmagic Constellation 8K Switcher Panel
- Blackmagic 2 M/E Advanced Panel Stream
- Living as One E2211 Encoder
- Broadcast Audio via Avid ProTools

LIGHTING

Control

- GrandMA3
- GrandMA3 Command Wing

Fixtures

- 17x Chauvet Rogue R3 Beam
- 16x Blizzard LB Par Quad RGBA
- 6x Chauvet Colorado 1
- 4x SMD5050 RGB LED Strobe
- 100x Front Wash Dimmer Channels

POWER

- 120v 100a Camlock
 - 50ft from side stage
- 120v 200a Camlock
 - 75ft from side stage

VENUE OVERVIEW

MAIN AUDITORIUM

Seating

- 1,948 Total Seats
 - 1,396 Floor Seats
 - 552 Balcony Seats (No Elevator)
 - 6 Handicap Accessible Sections
 - 2 Handicap Accessible Entrances

Main Auditorium Restrooms

- 4 Women's Restrooms
- 1 Men's Restroom

BACKSTAGE ROOMS

Green Room

- Capacity: 150
- Backstage Access

Speaker Ready Room

- Capacity: 6
- Backstage Access

Communications Room

- Capacity: 12

Creative Suite

- Capacity: 20
- 4 private dressing rooms
- 1 large shared space

Executive Suite

- 4 private rooms
- 1 Kitchenette
- 1 private bathroom
- 1 print room

Dressing Rooms (Upstairs / Backstage)

- 2 Restrooms with showers
- 2 Changing Rooms
 - Men and Women
 - Capacity: 8 (x2)
- 1 washer and dryer



VENUE ROOMS



Lobby 1



Lobby 2



Lobby 3



Lobby 4 - Welcome Center



Backstage Men's Dressing Room



Backstage Women's Dressing Room



Main Green Room/ Backstage
Common Room



Creative Suite 1



Creative Suite 2



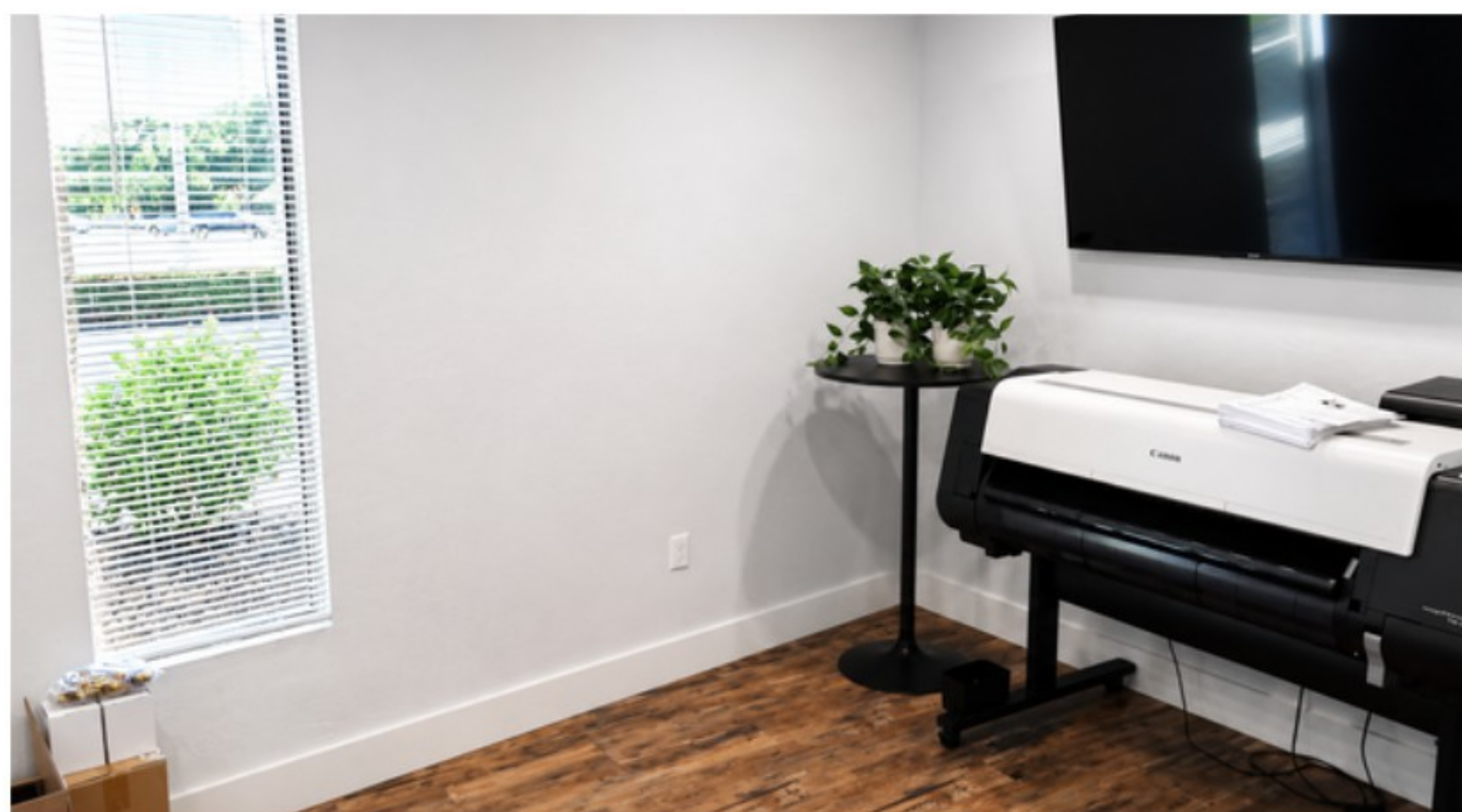
Creative Suite 3



Dressing Room 1



Dressing Room 2

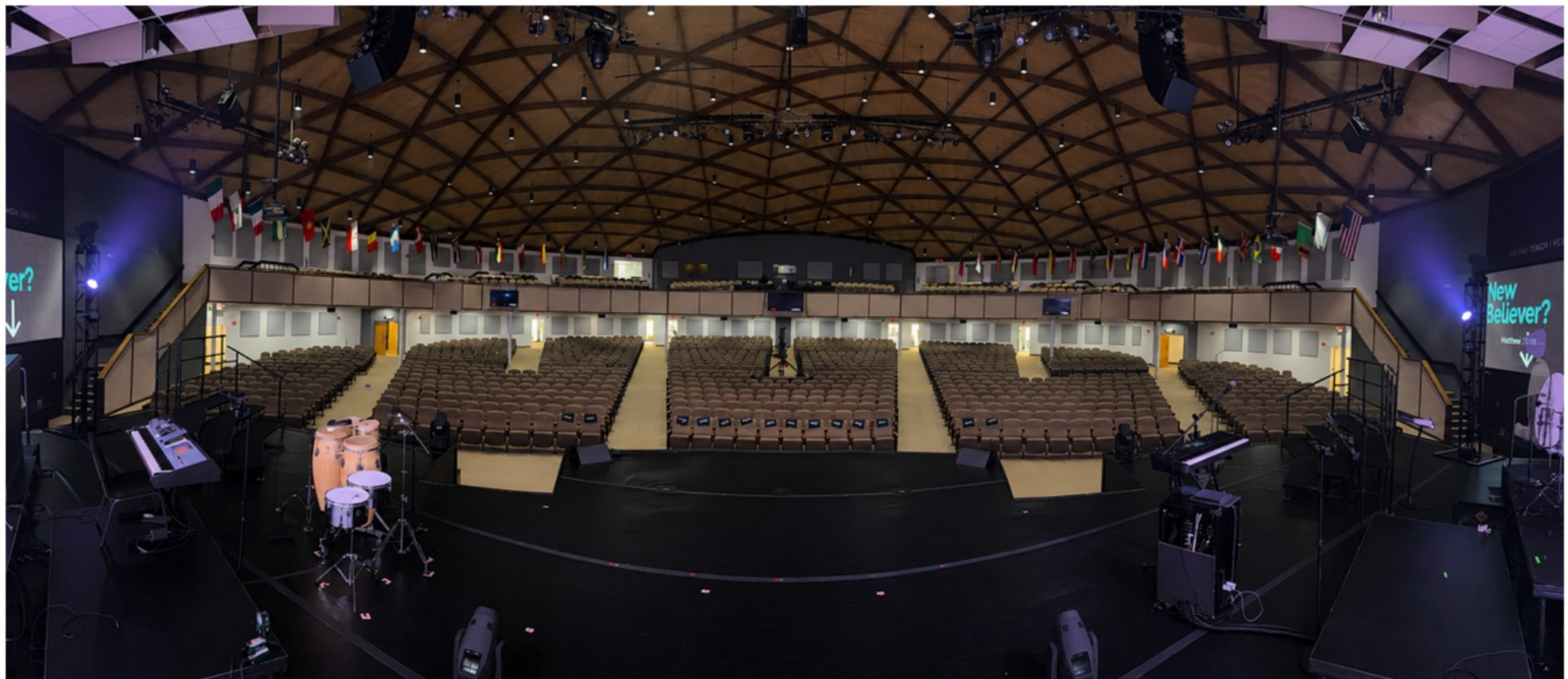


Dressing Room 3

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Main Auditorium from Center Stage



Main Auditorium from Upstage



Main Auditorium from Upper Balcony

LOCAL RECOMMENDATIONS

FOOD & COFFEE

CATERING

- One Call Catering
Phone: (239) 560 - 8096

COFFEE

- **Shift Coffee**
Phone: (239) 281 - 8522
Address: 2250 McGregor Blvd | Fort Myers, FL 33901
Email: Shiftcoffeebar.com
Hours: 8 am - 2 pm
- **Dean Street Coffee Roastery**
Phone: (833) 918 - 1512
Address: 2200 Edwards Dr. | Fort Myers, FL 33901
Email: luminaryhotel.com/taste
Hours: 6 am - 6 pm



FOOD

- **Grimaldi's Coal Brick Oven Pizzeria**

Phone: (239) 432 - 9767

Address: 13499 South Cleveland Ave. | Fort Myers, FL 33907

Email: grimaldispizzeria.com

Hours: 11 am - 10 pm

- **Tuscany Italian Market**

Phone: (239) 689 - 1786

Address: 7890 Summerlin Lakes Dr. | Fort Myers, FL 33907

Email: tuscanyitalianmarketingcatering.com

Hours: 9 am - 6 pm

- **Bangkok Thai**

Phone: (239) 939 - 6002

Address: 11609 South Cleveland ave. | Fort Myers, FL 33907

Email: eatatbangkok.com

Hours: 11:30 am - 9 pm

- **Oxbow Fort Myers**

Phone: (239) 314 - 3856

Address: 1300 Hendry Street | Fort Myers, FL 33901

Email: oxbowfortmyers.com

Hours: 11 am - 10 pm

- **Cristoff's Off McGregor**

Phone: (239) 791 - 8473

Address: 10231 McGregor Blvd. | Fort Myers, FL 33919

Email: cristofsonmcgregor.com

Hours: 11 am - 8:30 pm

- **El Pilon Caribbean Cuisine**

Phone: (239) 936 - 0057

Address: 4650 South Cleveland Ave. | Fort Myers, FL 33907

Email: facebook.com/elpilonfortmyers

Hours: 11 am - 7 pm

LODGING

- **Hampton Inn & Suites Fort Myers**

Phone: (239) 931 - 5300

Address: 4350 Executive Circle | Fort Myers, FL 33916

Email: Hilton.com

- **Hilton Garden Inn Fort Myers**

Phone: (239) 790 - 3500

Address: 12600 University Drive | Fort Myers, FL 33907

Email: Hilton.com

- **Courtyard by Marriott Fort Myers**

Phone: (239) 275 - 8600

Address: 4455 Metro Pkwy | Fort Myers, FL 33916

Email: marriott.com

- **Luminary Hotel and Co. Autograph Collection**

Phone: (833) 918 - 1512

Address: 2200 Edwards Drive | Fort Myers, FL 33901

Email: marriott.com



AGREEMENT & APPROVAL

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By booking the venue, the event organizer acknowledges and agrees to all venue policies, payment terms, and operational requirements outlined in this rider.

Organization Name: _____

Authorized Representative: _____

Signature: _____

Date: _____

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