

CHURCH OF THE SAVIOUR UNITED METHODIST
YOUTH CHOIR *and* RINGERS
CINCINNATI, OHIO

THANK YOU FOR COLLABORATING WITH US

Here is some "day-of" information specific to churches who can host our concert.

SPACE NEEDS

- Performance space (we have a lot of flexibility with our instruments and handbell equipment)
- Changing rooms (Depending upon room size, we use 2-3 changing rooms to dress in concert clothes)
- Pre-concert warmup (usually a choir room or fellowship hall)

ARRIVAL

- We typically arrive at a host church between 3:00p and 3:30p.
- Host churches usually have a liaison to help us upon arrival.
- We need a mobile contact for the person who would be at the church for our arrival.
- We text the liaison when we are closing in on your location (maybe 30 minutes out).

UNLOAD

- Let us know the best spot to park and which building entrance to use.
- Before unloading, our setup team leaders need to see the performance space and changing rooms.
- Our setup teams unload luggage, bells, and other equipment to begin setting up for the concert.
- A lot of our equipment is on wheels.
- Ramps and ground floor entrances are the best, but we do unload using stairs as well.

SETUP & WARM-UP

- Setup usually takes about 45 minutes.
- Let us know what sanctuary furniture we can move (if needed) to accommodate our equipment.
- We prefer to use the host church's audio equipment because it's designed for the space. We need a sound tech from the host church to assist our team, and we provide a "run of show" document that indicates when audio is needed.
- We warm up just after setup to get a feel for the space.

DRESSING ROOMS

- We change into concert clothes after dinner.
- After changing, we enter into prayer and prep to get ready for the concert.
- A large gathering room works best for our centering time.

CONCERT

- We bring programs for those attending the concert.
- We design the opening of the concert to begin with a welcome from the pastor or music director from the host church. Once the concert begins, we take care of the program flow.
- Some congregations offer to accept a freewill offering on our behalf. A collection plate at the exit works best (checks can be made to COS to make it easier than writing out our entire church's name). If people want to contribute digitally, we can provide a QR code to our online donation account.

HOUSING

- For in-church stays, let us know if you have showers or if someone at the church has a contact with a facility nearby (school, rec center, YMCA, etc.) that we could access.
- If the church has an alarm system, please advise on what we need to know.
- We provide additional advance communication regarding host home stays.

DEPARTURE

- If we stay in host homes, hosts typically need to have our group members back to the church between 7:45 and 8:00a the next morning.
- We may request some space for group building exercises before we leave.