



- Stage Guidelines -

Thank you for choosing John Beede to speak at your event. It will be outstanding! Properly setting up the physical environment for John's speech is very important.

Simply follow these seven simple steps:

- 1) **Sound-proof the place!** Make sure John can be heard. In order of preference, please provide a 1) cordless hand-held microphone 2) cordless, clip-on lapel microphone, 3) corded microphone with a LONG cord (15 feet is absolute minimum). A backup microphone is required. Please close all doors so that the room is free of distractions.
- 2) **Set the stage. Make sure John can be seen.** Elevate the stage and make sure it's well lit. Clear the stage of all chairs, tables, podiums, etc. Make sure that no one will be looking at John's back. These elements can make the difference between an average and outstanding reaction from the audience. John does not require a podium, only a cleared, large, open area to use.
- 3) **Visually Enhance With A Screen and Projector.** Please provide the largest possible screen and projector with VGA port. Do not light the screen. This allows John to display his real-life climbing and adventure photos and videos while speaking.
- 4) **Seat the audience close to John.** There's truth to the concept that, "the closer the audience gets, the more entertaining the performer gets." Remove the distance between the stage and the people.
- 5) **Please provide 2 bottles of water for John.**
- 6) **Please arrange for table(s) to be placed near the exit(s)** so that John can offer his materials as continuing education. Also, there must be approximately 15 minutes immediately following the presentation for attendees to be able to purchase materials.
- 7) **If the talk is during a meal (breakfast, brunch, lunch, dinner) ensure all food has been served prior to the start of the speech.** Food is a HUGE distraction to any event. It is the least preferable environment in which to host a speaker. If you absolutely must schedule John during a meal session, make sure that all food has already been consumed and that plates have been cleared prior to John's presentation. Again, if at all possible, schedule the talk in a separate room from the dining area.

Please don't hesitate to call 1-800-CLIMB-ON with any questions.