

AUDIO VISUAL & PRESENTATION NEEDS



*Below is a checklist that will ensure the best audience experience of Anton's program. **Please share this list with your Meeting Planner and AV Contact Person.** If you encounter a challenge with any of the following requests, please contact us right away so that we can fix it in advance of your program.*

- Client will provide the room setup and necessary audiovisual equipment including:
 - wireless lavalier (preferred) or wireless handheld microphone
 - video projector
 - connection to the house sound system via Speaker's computer
 - confidence monitor is appreciated (but not mandatory)
- Speaker uses large, embedded audio and video, custom fonts, custom layouts, custom colors, and advanced animation. Therefore, he will run the presentation from his own MacBook Pro computer (not from the house computer) and does not need a live Internet connection for the presentation.
- Speaker will bring all necessary adapters for his laptop.
- Speaker will include the Client's logo on the introductory slide if requested but does not use slide templates provided by Client.
- Speaker will advance the slides on his own and will not provide his slides in advance of the presentation, as they are often updated up until show time.
- The Speaker and Client will meet at least 60 minutes prior to the Event for an A/V and sound check, unless mutually agreed otherwise. During the sound check, the Speaker will also meet with the person introducing him.
- During the presentation, all podiums, chairs, stools, stands, etc. should be moved to either side of the stage. The Speaker does not use a podium during the presentation, other than to hold his laptop, if required by stage setup.



For booking information please contact Michelle Joyce:

Michelle@MichelleJoyce.com • 704-965-2339 • www.MichelleJoyce.com

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- If the presentation is being held during a meal, it is preferable that food consumption is over and that all dishes are cleared prior the presentation.
- Speaker is very interactive speaker and engages with the audience. We request full house lights during his presentation, as this allows him to see the audience, and it facilitates more audience engagement.
- The Client is permitted to livestream the event at the time of the presentation and/or audio record or video record the presentation for archival purposes. The Client is also permitted to distribute the recordings after the event to registered attendees or employees who were unable to attend the live presentation, as long as the recording is password-protected on an internal site, removed after 90 days, and is not shared publicly.
- ***NOTE: Speaker has the appropriate ASCAP license to play music during his in-person programs, but the music may not be livestreamed over the internet to an external audience unless Client's AV team has a license to broadcast that music. Please connect with us if you have any questions.***
- Should the Client wish to distribute the recordings publicly or use them in other ways not outlined herein, please inquire with Speaker Agent for permission. The sale of any recordings or use of recordings to create deviate works of any kind, at any time after the presentation, is prohibited without receiving prior written permission and consent from the Speaker and the Speaker Agent.



MICHELLE JOYCE
SPEAKERS

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