**PERFORMANCE COORDINATOR’S REPORT**

**MANAGEMENT TEAM MEETING 14th JUNE, 2016**

Sydney Harmony contacted to confirm the date of the joint CKC/Sydney Harmony Christmas performance at St. Mary’s Church in North Sydney.

**Upcoming Performances:**

* Saturday 9 July – Liz Van M’s daughter’s wedding, St Giles Church, Greenwich. Four songs (three of which are not in current repertoire). Early rehearsals to revise songs. Currently have 12 (plus Vicki) signed up to attend.
* Saturday 17 September – CKC Concert, Independent Theatre
* Tuesday 20 September - Polio Conference, Museum of Contemporary Art – 7pm – 9pm
* Wednesday 21 September - International Day of Peace, Parramatta Mission - 2pm

**Action for the next month:**

* Listings to be added to the following free websites

[www.entertainmentoz.com.au](http://www.entertainmentoz.com.au) (need sound bites)

[www.sydneybands.com.au](http://www.sydneybands.com.au) (approval for listing given – need sound bites)

[www.sydneymusicweb.com.au](http://www.sydneymusicweb.com.au) (will apply for listing)

[www.bookingsdirect.com.au](http://www.bookingsdirect.com.au)

* Parramatta, Blacktown and Hills Shire Councils to be approached to try and secure face-to-face meetings to discuss performance opportunities.
* The following to be contacted, targeting Christmas performances:
* City of Sydney
* Sydney Ports Authority (Darling Harbour)
* Queen Victoria Building
* Local shopping centres

**Long term** – public relation and event companies for corporate events.

**WHAT WE NEED** – a promotional online snap-shot of Circular Keys Chorus.

**FOR DISCUSSION:**

**Circular Keys Chorus Performance Information:**

What we can offer:

Full chorus – 50 plus singers

Small chorus – up to 30 singers

Quartet – 4 singers

Existing Repertoire

$XXXXXXXX\* call out fee

Performances will be in brackets of approximately 25 minutes (average of six songs) with 10 minute breaks.

XX% discount for Not-for-Profit organisations

XX% discount for chorus members

\* maximum three hours.

New Repertoire

If you wish the chorus to perform a song that isn’t in their repertoire it will cost $XXX per arrangement, which will need to be provided to the chorus.

What we MAY require

* *Amplification*, depending on the environment
* *Risers -* If you wish the chorus to sing on risers, they are happy for theirs to be used, however you will need to arrange the transportation of these by a reputable removalist, approved by the chorus.

Fees are payable on receipt of invoice prior to the event, please note:

* 75% of the total agreed fee may be charged for any performance cancelled within one week of the event.
* 100% of the total agreed fee may be charged for performances cancelled within 48 hours of the event.