

## BOOKING POLICY

### About Us:

Canterbury House is a supportive, comfortable, and relaxed venue that features a wide array of music from local, regional, and national talent. We welcome musicians and bands of all styles that embrace forward-thinking and strive to push the envelope. We are an all-ages, non-smoking space. Our concerts are usually held on Friday and Saturday evenings, but special weekday dates can be arranged depending on tour schedules, etc. Our shows start at 8pm and end by 10:00pm. Doors are always \$10 general admission, and \$5 students.

Our room seats 35 people comfortably but can hold up to 70.

If you want to book a show at Canterbury House - here's what you should know:

We generally like to book shows 2 to 3 months in advance.

To book a show, here is what you do:

1.) Drop off, or send a demo to:

Canterbury House  
attn.: Rachel Mazer  
721 East Huron Street  
Ann Arbor, MI 48104

OR:

Provide a website/mp3 and email it to Rachel Mazer at the following address:  
rbtmazer@umich.edu

2.) Let us know what kind of a draw you expect, dates you are looking for a show, and how you plan to promote your show. Please make sure your press kit/cd includes a bio and contact information.

3.) Rachel will call or email you after a week or two of reviewing your demo to book a show. The best way to reach her, AFTER 2 weeks, is via e-mail, and she gets a lot, so please be patient. If you are from out of town, we understand you may not be able to draw that many people. It is suggested then that you network with a local act and add them to the bill. If you need help with this process please let us know in your first e-mail.

4.) You must confirm your show with us 3 weeks before your show and provide all details, including cover charge, other bands on bill, etc. Don't forget to send the bio right away, as we need it for our press release, website calendar and weekly newsletter. You are expected to provide us with several posters and/or flyers, for your show to put up in the House. Local acts must put up flyers in Ann Arbor themselves. If you are from out

of town, you can send us thirty posters and our street team will distribute them for you. Again, we expect this within 3 weeks of the show.

#### Promotion/Publicity

We list all our shows in the music/entertainment section of The Current, Ann Arbor News, and Michigan Daily. We also send out a calendar of events to our 500+ person Canterbury House e-mail list. In addition, we also network with several area radio stations that quite often promote certain shows of ours. We can provide you with a media list upon request. Also, if you have a website, we will make sure to put up a link if you let us know the URL.

We expect you to send a press release and promotional material (including a demo and press photo) to the above-mentioned papers. We have found this greatly increases your chances that the press will give you a write-up. So, promote, promote, promote! Now you've got the gig but if your fans don't know about it, they won't come. You are responsible for putting up flyers, calling and e-mailing your fans to get them out for the show. Keep in mind this is a place you can invite your grandma or nephew or little sister to come out to as we are smoke and alcohol free.

#### Compensation:

The Canterbury House can only afford to put on six shows a semester, but these lucky musicians get 100% of the door.

Please also keep in mind that if you just like to play and aren't so concerned about making cash, you can always set a lower door cost and donate your proceeds to the Canterbury House.

#### Sound Issues:

Please keep in mind that the Canterbury House is a small, and very live room. Sound reinforcement is usually only needed for softer acoustic instruments. Please keep this in mind when planning your show. There is no need to blow out the audience by miking every instrument.

#### Equipment/Room Specs:

We are equipped with a PA system, including:

2 JBL Eon Powered Speakers

Mackie 1402-VLZ PRO Compact Mixer

1 Microphone

There is also an upright piano available for use.

Our stage is roughly 7×15

## Sound Check

Sound check is at 7 p.m., one hour before the show starts. If you would like to come earlier just let us know. Also, please let us know your sound needs before you come. This will help our sound engineer help you.

## In Closing

Thank you for your interest in performing at Canterbury House. We hope to work with you soon to continue to bring cutting edge music to Ann Arbor!

Sincerely,

Rachel and the Canterbury House staff