

# First email

**Subj: Gig in ACU on <Date> with <Bands>**

**Hello friends,**

Dima there, please read carefully about the upcoming gig.

## **What is ACU?**

ACU is a 100% volunteer-run social center. Nobody is getting paid there and we are not getting any subsidies. Bar, door, sound, food, lights, booking, cleaning, maintenance, restocking, administration... volunteers handle everything. Somewhere around 30 volunteers are involved to make this evening happen. Please keep it in mind during the evening.

## **Practicalities**

ACU address is Utrecht, Voorstraat 71

Doors are open at 20:00. Bands are expected to be at 17:00 for the stage buildup.

Proposed times:

17:00 - Stage buildup

18:00 - Soundcheck start

19:00 - Food

20:00 - Doors

20:30 - 21:00 - First Band

21:15 - 22:00 - Second band

22:15 - 23:00 - Third Band

23:00 - Curfew

It is crucial to stick to the timeline because, legally, we are not allowed to continue with live music after 23:00.

## **Dinner**

All our food is vegan. Our volunteers prepare it, especially for the evening. Remember to say thanks to the people who are cooking for you!

**Please inform me how many people are on your crew and if there are any food allergies.**

## **Deal**

Bands get drinks (one beer crate per band or similar non-alco drink) + vegan food + door money is split fairly between acts. Bands outside NL are staying at my place. ACU does an 80/20 door deal to cover taxes and service costs.

## **Guest list**

Since all profit from door goes to bands - I prefer not to have a guest list. Especially during evenings with bands on tour, because it will directly affect the money they get. Let me know if some of your close ones cannot pay the entrance fee, and we can discuss it.

## Payments

You will have to fill out the gageverklaring to receive money. For bands from NL - you know what it is. There is - [Gageverklaring Template.pdf](#) - a prefilled one for ACU. I will need at least 2 people with their IDs on that form. We'll do it during dinner if you cannot fill it out and print it out in advance.

Since we are doing presales, the money is in our bank account, and we will make a cashless transfer to the bands from NL.

## Backline

ACU has a drumkit, but bands are expected to bring their own breakables - a share and cymbals. We have one bass and two guitar cabinets. **We only have one guitar top.** You need to bring your own or agree to share with another band. Let me know if this needs to be fixed. You can find the house rider there: [House Rider.pdf](#).

**Please send me your tech rider, especially if you have some exotic setup.**

## Parking

Quite a complex topic. See PDF with options: [Parking.pdf](#). Please do not go for street parking, because it costs around 7 euros per hour.

## Merch

A table for your distro will be available at the bar.

Contact me in case of any questions:

+31 686227429 Telegram, Signal, WhatsApp, etc

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