

Randy Palmer Music

House Concert Series Guide

Randy Palmer
randypalmermusic@gmail.com
RandyPalmerMusic.com
5304FOLK4U(530-436-5548)

Thank you! I am so pleased you are interested in becoming a host. House concerts are by far the most intimate, rewarding and memorable concerts that I have ever experienced. I look forward to sharing this with you.

This is a step by step guide to organizing a Randy Palmer Music House Concert. It is important that you read this all the way through even if you are an experienced host. This keeps us on the same wave length as we start planning this adventure together. A House Concert is one of the most authentic and memorable things you can do all year, and I can't wait to share that with you!

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The Date

The first step towards hosting a House Concert is picking a date. It can be crazy on my end as I work to accommodate every Host's schedule, so instead of asking you when you *are* available, I will be asking you when you are *not* available. This allows me to find a date that works for both you and me.

Weekdays vs. Weekends:

I wish every night was a weekend night, but the reality is that Friday and Saturday are only 28% of the week and I play shows nearly every night.

The odds are that 72% of my concerts will happen on a weeknight.

However, some of the best shows are on week nights. If you have a good group of people, then we will have fun, regardless of the day of the week. The entire event is about **2 hrs** from when the guests arrive to when the music ends. A perfect fit for a unique week night.

If you desire a weekend night I will do my best- just keep in mind that others will want those nights also, so book early. Thank you for your willingness to be flexible so that I can serve as many hosts as possible.

The "Setting"

House Concerts can be staged in living rooms, patios, back yards, barns, basements, garages, art/photography studios, a winery or even a local theater. The point is that a house concert can be in any space available to you where your friends and guests can gather, sit and enjoy. All you need is an area where you can seat everyone in attendance in the same space or room during the performance. If there are not enough seats, then blankets on the lawn or carpet seating in a packed living room can also work.

Pre and post concert mingling can also spread out into other rooms or spaces, but it is very important that everyone gets to share the performative experience by being in the same space while I am playing.

The Guests

The best shows have a **minimum of 20-30 adults** in the audience. We have found that at least twenty people ensures that your event is full of vitality, energy and excitement. Additionally, this guarantees that the donation based concert is financially viable for me.

If your space can hold more than 20 people, **great!** The bigger the better. If your idea is for something bigger, please contact me to discuss the details. I have performed at house concerts of all sizes from 20-200 and I have treasured all of them.

The Invitation

Feel free to invite friends, family, co-workers, and anyone else that you would like to share this experience with. Generally speaking, about 50% of the people invited to a concert are able to attend. **This means that you should invite around 40 people in order to guarantee the attendance of 20.** If you are not sure that you can have enough people on your invite list, "co hosting" the event with a friend, can be an excellent (and fun) solution.

Adults Only, Please

House Concerts have a lot of quiet times and it is important that we maintain an uninterrupted concentration on the performance for the entire concert. Children under the age of 10 tend to struggle with this.

If you have kids or if your guests will be bringing children, please provide a babysitter in an area of the house away from the concert. Of course, children are more than welcome to hang out before and after the concert, but it is important that the adults are able to participate fully in the performance experience.

NOTE: Please do not count children as part of the 20 adults. Please count them as extras when putting together your guest list.

RSVP is the Magic Word

Make sure to ask your guests for a RSVP! Not only will you have a better idea of how many people to expect on the night, but there is better attendance when guests commit via RSVP.

Language for Your Invitations

I will provide some exact language to include in your invitation. The language we will send makes it clear this is a **donation based concert** and guests should be prepared to contribute at the end of the concert .

We do not specify an amount. This is because:

1. I do better financially when folks are allowed to contribute the amount they think is appropriate.
2. More importantly, if you have a friend who cannot contribute, they should feel no pressure. Making money is only a part of the purpose of doing house concerts. Sharing music, building relationships, and having a good time are also a big part of my motivation.

Occasionally, hosts prefer not to ask for donations. If you would like to go this route, we can determine a flat fee depending on your location. Contact me to explain further .

The Concert

Everyone is invited and the RSVPs are in. You are ready for the concert! Here is how we will proceed:

1. I will arrive at least 1 hour before guests start to arrive. I will set up sound equipment, sound check and help with seating. I will go over the introduction and the "ask" for donations with you.
2. As guests arrive I will hang out with them. Building these personal relationships is one of the major benefits of House Concerts.
3. After mingling with guests, you or your designated person will gather folks into the concert area. When people are settled into their seats the host will introduce me. I will play my 1-1.5 hour long set. At the end of the last song the host will come forward, thank the audience, and make the donation announcement:

Example Donation Announcement-

"Thank you for coming tonight! My hope is that you enjoyed this as much as I did. Let me remind you this is a donation based concert. Your donations tonight all directly benefit Randy, and show our appreciation for the amazing time together that we have shared tonight. I am going to leave this vase right here and encourage you to give generously. Thank you, again!"

Note on Donations

Of prime importance is that **anyone can host these concerts!** However, this is how I earn my living and pay expenses. I have learned that the success of a donation based concert is directly linked to the enthusiasm of the host when making the donation announcement.

Never fear, I am good at coaching each Host as needed for the introduction and the donation announcement. We will go over these items as we set up. Don't worry; this part will be easy.

The end of the show is the best time to ask for donations while everyone is still engaged in this shared experience.

Sample House Concert Schedule

Sample Schedule	
5:30 PM	I Arrive & Set Up Host Preparation
6:30 PM	Guest Arrive I Mingle with You and Guests
7:30 PM	Concert Begins
8:30 PM	Concert Ends
Afterwards, we all hang out!	

Note on Mingling

I have discovered that mingling prior to the show is very important. I recommend no less than 30 minutes and no longer than one hour. You decide what is right for your friends. However, please keep in mind that this is a concert not a party.

Host Information Form

Please answer the following questions and email your answers to me. (randypalmermusic@gmail.com). Email is preferred, but you are also welcome to call or text if you prefer (5304FOLK4U(530-436-5548)). Once I receive your information, I will book your upcoming House Concert and send you a confirmation as soon as possible.

Thank you for being a part of the 2015 Randy Palmer House Concert Series!

1. Name:	
2. Best Contact Phone Number:	
3. Email:	
4. City, State, Zip Code:	
5. Describe the space that you have in mind for this House Concert (i.e. inside or outside, living room, garage, etc.):	
6. Are you comfortable with a Donation Based Concert or would you like to discuss a flat fee option?	
7. What is your goal audience size (minimum 20 adults)?	
8. If there will be small children attending, will you be able to provide a babysitter and a separate space away from the concert during the performance portion of the event?	

<p>9. Please indicate which season you would prefer your House Concert to be scheduled in:</p> <ul style="list-style-type: none">• Spring (March-May)• Summer (June-August)• Fall (September-November)• Winter (December-February)	
<p>10. Please list all dates you will be unavailable during the Season you indicated in 2015 (look out for vacations, regular events, reunions, weddings, etc.):</p>	