



Full Rider

Thanks for inviting Alisa Childers to speak at Your Event! This info is provided to assist you, the Sponsor, in your preparations. Please look over each section and feel free to email or call Mike Childers for any clarifications you may need. This Rider is created for all events and its possible there may be an exception specific to your event so if in doubt, refer to your contract with The Keynote Agency. (For instance, if your event is local to Alisa, just disregard the travel section.) We're praying for a wonderful time of ministry!

DAY OF EVENT:

Alisa will arrive at your venue **30 minutes in advance of the doors opening**. Please have the contact person, technical director, and merchandise volunteers available at that time.

TRANSPORTATION, LODGING, AND INCIDENTALS:

- Alisa's husband, Mike will book the airline and car reservations for Alisa.
- If we are unable to secure a rental car, we will let you know. In that case, please have a female runner available that has a valid driver's license and a good driving record. This person would pick up Alisa at the airport and transport her to and from the venue and hotel.
- **Sponsor is responsible to make the Hotel reservation.** Hotel lodging of one non-smoking hotel room with 2 Queen beds should be secured and paid for in advance by the Sponsor. When possible, Hampton Inn, Holiday Inn Express or Fairfield Inn are preferred. Please, no "special request" rooms (special view, suite, etc.). These tend to be harder to get into if Alisa arrives early. Please, NO B&Bs OR AIRB&B LODGING. While Alisa appreciates the special consideration, the normality of a hotel room is helpful. Please email the hotel info with confirmation number to mike@alisachilders.com at least four weeks prior to the event.

When booking the hotel, please provide Alisa's Honors number at time of booking:

MARRIOTT BONVOY: 731098535

IHG: 749652737

HILTON: 1525365753

DRESSING ROOM:

- Thank you for providing a Private, Quiet room near the event room location for Alisa prior to the event for prayerful preparation. Please have the dressing room ready and available upon arrival. A private or semi-private bathroom would be appreciated.
- Please have a privacy sign located on the door.
- Please provide bottled water.

MERCHANDISE:

Alisa will have Tyndale, her publisher, ship books to arrive a few days prior to your event. Alisa does not carry inventory and brings no books with her, only advance shipping by the publisher.

- Unless otherwise requested, Alisa estimates the quantity of books needed for her sales table from the expected attendance number on the original invitation and usually goes with a 20% of that number for the quantity of books to be ordered. If that number has changed significantly, please alert mike@alisachilders.com with the updated attendance figures 30 days from your event.
- Please provide a merchandise table with 1 to 2 volunteers per table.
- Please have volunteers retrieve the shipped books, transport them to the venue, and staff the merchandise table during the event.
- Please provide all equipment and cash needed for volunteers to sell books, including cash bags and credit card machines. Alisa brings nothing with her to receive payment. After the event, please issue a check for the full amount of gross book sales and include that with the travel reimbursements. Contact mike@alisachilders.com for instructions on payment.
- If time allows, Alisa will be happy to do a book signing, but please organize this in advance with mike@alisachilders.com. Please do not schedule an official book signing without permission.
- Any leftover books from the event will be available to purchase from Alisa by the church/event at a reduced rate to be sold in the church bookstore. Books may also be shipped back to Alisa after the event if there is no bookstore. Please contact mike@alisachilders.com for shipping labels.

PRODUCTION / STAGE:

Alisa's presentations are entirely visual. Without the visuals, the quality of the overall presentation will be diminished. That's why it's so critical to make sure the presentation technology will work prior to the event. Here is what you need to know to make the event a success:

- Please arrange for Alisa to have immediate access of the platform upon her arrival to get her presentation device(s) set up on stage so her multimedia presentations coordinate with your large screen set up
- Alisa travels with an Apple iPad. She will also have the adapters that connect from those hardware devices to HDMI. Please test your system with an iPad or a Mac laptop to ensure things will work when Alisa arrives.
- Alisa's presentations are video only, **except for the 90-minute version of the Pretty Little Lies talk**. If she is not doing that talk, then all sessions will be video only. Please contact the event sponsor about which talks were chosen for your event. Both audio and video are provided through the HDMI connection.
- Alisa will have to use her own equipment on the stage. Unfortunately, Alisa cannot run her media presentations from the venue computer, and she cannot install her presentation on someone else's computer.
- Alisa's presentation needs to be always visible to the audience during the talk. In other words, each venue will require a screen dedicated to the Presentation.

- Alisa will monitor and advance the presentation using her own remote control. Unfortunately, given the hundreds of visual layers in each presentation, no one else can advance the layers for her.
- Alisa carries a DPA headset mic in her production case. Included are several adapters to plug into various kinds of wireless packs. Please let us know what kind of wireless microphone system you are using in case we need to purchase an adapter for your system.
- Please provide an on-stage flat-top (not slanted) podium or table for Alisa's computer and any presentation notes.
- If you would like to play Alisa's music for "walk-in" music before the event starts, you can download the music files here:
 - Click on link: <https://alisachilders.com/product/beautyfromtheashmp3s/>
 - Add the Beauty From the Ash MP3's to your cart.
 - Click "View Cart".
 - APPLY THIS CODE: UEDNKG5X
 - Finish Checkout and Download your items.
 - In case you delete them or misplace them on your computer, you are allotted 2 uses of this coupon code.

Thank you for your consideration of these items. Feel free to contact Mike Childers with any remaining questions at 615-656-0060 or mike@alisachilders.com.