

Gig Prep Checklist

- ☐ Confirm music genre/style/mood with event organizer.
- ☐ Search for new music to add to your playlist for the event.
- ☐ Arrange your tracks based on your preferred method.
- ☐ Practice! Practice! Practice!
- ☐ Make sure your set flows well and fits your set length.
- ☐ Note any special transitions or mashups you plan on using.
- ☐ Review setlist and ensure all necessary tracks are available.
- ☐ Create backup for music (Extra CDs, USBs, etc)
- ☐ Pack all needed cables and equipment.
- ☐ Promote your set on social media.
- ☐ Plan for travel, parking, and other possible delays.

Gig Day Checklist

- ☐ Double check headphones and jack plug adaptor for mixer.
- ☐ Ensure speakers, stands, and necessary cables are provided.
- ☐ Verify compatibility and operational features of equipment.
- ☐ Meet with promoter to check in and confirm stage/slot.
- ☐ Survey crowd and venue upon arrival.
- ☐ Test sound and equipment functionality.
- ☐ Review setlist and ensure all necessary tracks are available.
- ☐ Communicate with sound engineer/promoter as needed
- ☐ Gather all USBs/Gear and pack up before leaving.
- ☐ Thank the Promotor for the opportunity
- ☐ Talk to the audience after and let them know where to find your music and where you will be playing next