

KENT POLICE MALE VOICE CHOIR

GUIDANCE FOR CONCERT ORGANISERS

ABOUT THE CHOIR KPMVC is a Registered Charity whose objectives are to assist other charities, groups and organisations to raise funds for charitable or other good causes, by the performance of concerts and to encourage the development of young musicians in Kent by offering them opportunities to give public performances as part of our concert programmes.

ABOUT OUR CONCERTS We perform 12-15 concerts per year at churches, village halls and theatres around Kent, mostly on Saturday evenings. A concert programme will usually start at 7.30 p.m. and end around 9.30 p.m. and include an interval of about 20 minutes. Once in each half of a concert there may be a “solo” performance. This may be by an individual or small ensemble from among our members, or may also be one or more young musicians, vocal or instrumental, whom we have invited to appear with us as a means of developing their confidence and performance skills in front of a public audience.

ABOUT OUR REPERTOIRE We have a very broad repertoire of light classical and popular music, songs from the shows, spirituals, hymns and some novelty items. Our Musical Director has sole discretion as to programme content and tries to ensure it will include something to appeal to everyone.

WE WILL PROVIDE the choir, consisting of up to 40 choristers, our Musical Director, our accompanist, a modern high-quality electronic piano and amplifiers.

WE ASK YOU TO PROVIDE the venue, which must have facilities for the choir to change into uniform and 2 x 13-amp power sockets reasonably close to where the choir is to perform and also local publicity and arrangements for selling the tickets. Most organisers provide interval light refreshments for audience and choir. It is good if a member of your organisation opens the evening by welcoming the audience and the choir, then introducing our Musical Director and accompanist, after which our MD will take control of the concert.

ADVERTISING whilst you will know the seating capacity of your venue and will not wish to over-sell tickets, it is sensible that as many people as possible are attracted to the event to maximise your fund-raising. For us, the bigger the audience the better we sing and there is nothing worse than when there are more of “us” than there are of “them”!

Local word-of-mouth is seldom sufficient to advertise a concert and we do suggest you spread your advertising into neighbouring parishes or areas and associated organisations. We can assist with material for posters. Local press and radio are usually happy give a mention to our concerts.

Our concerts are listed on our website www.kpmvc.co.uk

CHOIR CDs the choir has produced CD albums which, with your agreement, we like to offer for sale during the intervals of our concerts.

HOW MUCH TO CHARGE FOR TICKETS This is entirely a matter for you. You will know your target audience and the numbers you hope to attract to the concert. We do suggest it is wise to think in terms of couples and ask yourself what is a reasonable price for a couple to pay for 2 tickets. We can advise that the “going rate” currently is between £8.50 and £10.00 per head. This means that if 150 people attended at £8.50 per head, £1275 would be raised from ticket sales alone and you might consider also holding a raffle or some other initiative to boost the income.

OUR CONCERT FEES Our standard concert fee for churches, village halls and small charities is £300. However, for our Christmas Concert series each year we ask for a 50% share of the concert proceeds after deduction of the organiser’s expenses, with a guaranteed minimum of £300. For larger venues and organisations and for private engagements a one-off fee is negotiable.

DEPOSITS We do not ask for a deposit, but once a concert date has been agreed and the booking confirmed, we are committed to meet the professional fees of our Musical Director and accompanist. If you then cancel the concert with less than 3 months’ notice, we would look to you to defray part of our costs with a payment of £125 unless we

are able to arrange an alternative engagement for the agreed date.

[ARRANGING THE DATE](#) Usually an organiser will contact us to arrange a concert without specifying a date, and we later offer one or more dates when we could attend. Before deciding on a date, we recommend that organisers consider the need to avoid clashes with other events, local, national and even international which might limit their potential audience. Such possibilities are for example your local town carnival, a concert or other major event at your neighbouring church, the World Cup Final etc. etc. Before agreeing a concert, we will usually arrange for our Concert Manager or a member of our Executive Committee to visit the proposed venue and meet the organiser to ensure that the venue is suitable for a choir of our size, and to discuss arrangements for the concert.

[KPMVC "CHARITY OF THE YEAR"](#) The choir selects a "Charity of the Year" to support throughout the year. We like to invite our audiences to support us in this by holding retiring collections at the end of our concerts. Legally, and as a matter of common courtesy, we can only do this with the consent of the owners/occupiers of the premises concerned, and so we ask organisers if they will agree to us holding retiring collections as audiences leave the venues.