



GIG PLANNING CHECKLIST

EVENT NAME

LOCATION

DATE

TIME



Getting a Gig

- FIND A GIG VENUE (CHECK THE JAMS VENUE LIST FOR IDEAS)
- ASK VENUE QUESTIONS PROVIDED IN RESOURCE DIRECTORY
- AGREE ON PAY
- READ/SIGN VENUE CONTRACT



Promote! Promote!

- SOCIAL CONTENT
 - STORIES/REELS
 - POSTS
 - VIDEO CONTENT
- HANG POSTERS IN TOWN
- PRESELL TICKETS (WHEN POSSIBLE)
 - RUN CONTESTS FOR ADVANCE TICKETS
- CONTACT LOCAL MEDIA (IF LARGER EVENT)