

# :DEVIN HENDERSON

# EMCEE NEEDS

\*These needs are required only if you are using Devin as an emcee\*

## THEME

Do you have a theme for your event?

## RUNNING SCRIPT

Devin needs a running script from which to guide and leverage his creativity. The mock script should be comprehensive, including:

- Opening and closing remarks.
- What needs to be addressed or emphasized between each presenter and activity.
- Announcements, such as the location of restrooms and meals, and breaks.
- How Devin should set-up activities, videos, etc.
- Each presenter/speaker's name, title and introduction.

## AGENDA / TIMELINE

As the sequence and timeline of events is being constructed, consider how much time Devin should devote to interacting with the audience using comedy, magic, and audience interaction. Please list these sections in the agenda.

Please provide Devin with the agenda in a word processor format (word, pdf or pages).

Note: In the rare instance that the event runs ahead of schedule, Devin can fill "dead" space with entertainment.

## CONFERENCE CALLS

Devin's emcee services includes two pre-event conference calls to go over event details.