



# Tim and Lana Chandler

PO Box 152 \* Greenfield, TN \* 38230 \* (731) 514-1714 \* [www.timandlanachandler.com](http://www.timandlanachandler.com)

## ENGAGEMENT CONFIRMATION FORM

Church or Venue Name \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone#1 \_\_\_\_\_ Phone #2 \_\_\_\_\_

Date & Time \_\_\_\_\_

Place \_\_\_\_\_

Address \_\_\_\_\_

Directions \_\_\_\_\_

Time allotment \_\_\_\_\_ Expected attendance \_\_\_\_\_

Lodging Name \_\_\_\_\_

Lodging Address: \_\_\_\_\_

Lodging Phone \_\_\_\_\_

Lodging Directions \_\_\_\_\_

We plan to arrive \_\_\_ in town \_\_\_ at the church at approximately \_\_\_\_\_

We will be bringing our own sound equipment to use in conjunction with the sound system that is already in the venue. Please have one or two men available to help unload at the time we arrive.

\_\_\_\_\_ Please provide an 8' table available in the foyer for product sales

\_\_\_\_\_ Please have the sound man available when we are setting up.

\_\_\_\_\_ Please do not plan a meal before the **first** service / concert.

\_\_\_\_\_ Please do not plan a meal after the **last** service / concert.

Our approximate, calculated food and fuel expenses for this trip are \$ \_\_\_\_\_. Thank you for considering this in your remuneration to us. We appreciate the effort and expenses that you are expending to make this event possible.

Please sign one copy and return promptly to: Tim and Lana Chandler, P.O. Box 152, Greenfield, TN 38230, (216) 504-1714-fax, [timchandle@hotmail.com](mailto:timchandle@hotmail.com) email.

\_\_\_\_\_ Date \_\_\_\_\_ (Tim Chandler) \_\_\_\_\_ Date \_\_\_\_\_

(Authorized Signature)

(Tim Chandler)

Please feel free to call my mobile phone for any concerns related to this event. My cell phone number is (731) 514-1714.

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cont.

We ask that you make every effort to promote and advertise this event so that it can be as successful as possible. Please visit the Press Kit page of our website, [www.timandlanachandler.com](http://www.timandlanachandler.com) under the About Us/Contact Us page for tools in promoting this event which include, bio, news release, posters and music pads for radio ads. We are interested, as you are, in ensuring an effective and enjoyable event.

Other Considerations \_\_\_\_\_  
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