



ASSEMBLY CHECKLIST (NO CONCERT) FOR SCHOOLS AND PRINCIPALS

Thank you for choosing to make a lasting difference in the life of your students by bringing **Break the Grey** into your school for an assembly! We believe that your students will be touched and changed by our presentation on making wiser choices concerning issues like drugs, alcohol, bullying, suicide, dropping out of school, and more. **Break the Grey** will give a message of hope for the potential of your students that will inspire them to consider the choices they make and their consequences.

Important points for presentation:

- **Break the Grey** will arrive an hour and a half before the scheduled time of your assembly to set up. Please be sure gym or auditorium is clear at our arrival. **BTG** prefers to do presentation in a gym, but are willing to use what is convenient for you.
- We will have about 15-20 on the **Break the Grey** team coming in, and possibly some visitors.
- Let us know if you will be filling only one side of the gym or both sides upon arrival for set up needs.
- If your school has a police officer on the grounds during the day, we would recommend having him attend the assembly as you would a sporting event, or other highly attended event, in case of an unforeseen issue.
- We will need a convenient, accessible entrance into the gym for our equipment (screens, backdrops, projectors, and all the necessary sound equipment). We will need to find nearest outlets to plug into.
- We will need 60 to 90 minutes to give our presentation. Let us know as soon as possible the time you desire.
- **BTG** will provide a combination of high energy humor, videos, music, skits performed by our student interns, a speaking presentation, and song by National Recording Artist Bill Ballenger, at the end.
- Let our Intern Director, who will be present, know if you would like to introduce **Break the Grey** or make any announcements before or after the assembly. An introduction is not necessary.
- We will need most of the gym lights off during our presentation. We will need enough lights to be seen for our interns to perform their skits and Bill to be seen as he speaks.
- Please sign confirmation contract for your assembly and return to Val Norton in email or fax.
- If you have any questions, please feel free to contact Event Manager, Val Norton.

CONTACT INFO: Val Norton – National Director of Operations/Event Manager:
ValBTG@aol.com; 269-601-8785; Fax#: 269-721-8758

www.breakthegrey.com