Talent Show / Battle of the Bands

Show off your community's musical abilities or a wide variety of talents including comedy, magic, and more! All guests can vote on their favorite act to win, making this event all-inclusive!

*"Hard work without talent is a shame, but talent without hard work is a tragedy"- Robert Half*

Total Prep Time: 6 Hours

Total Active Time: 5 Hours

Total Time to Execute: 11 Hours

Cost to Operate: $$$$

Forecasted Funds Raised: $$$$

Supplies Needed:
- Extension Cords
- Microphone
- Tables
- Winning Prize (value <$50)
- Voting Table
- Raffle Tickets
- Decorations
- Buckets or Bins
- Notecards, Pens, Tape
- Change
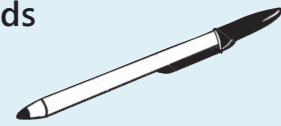
This kit is designed to accommodate 100 participants. If projecting fewer or more participants, be sure to adjust your supplies and cost to operate accordingly.

Plan

1. Indoor or outdoor? Choose a location to host this event, preferably with access to electrical outlets suitable for extension cords and equipment.
2. Advise your friends, family, and your community through flyers that your team is preparing for a fundraising event and is looking for talented bands or other acts.
3. Have a talent sign-up sheet ready, and provide your team's email address for questions as well.
4. You may want to have each act submit a sample, or you may want to hold auditions. This should be discussed among your team.
   a. If looking for performances, think outside of the box! Any great hula hoopers? Can someone's pet do tricks?
5. Arrange for any equipment that may be needed, such as tables, extension cords, a microphone, or other items.
6. If the location provides tables, ensure they will be usable for the event. If tables are not provided, work with your team to arrange for tables to be brought to the location.
   a. You may want to ask party rental places or banquet halls to see if they may be willing to donate their tables for your event!

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I said
I would.

7. Decide on a prize for the winning act that all attendees will vote for. Ask local businesses if they'd like to donate items for prizes.
   a. If you're unable to find a donated prize, consider a gift or gift cards (Amazon, restaurant, iTunes, etc.) valued $50 or less.

8. Decide on a ticket price for the event. Use the interest you've seen in similar events in your community to gauge an appropriate price, typically between $5-10 per ticket.

9. You may want to offer snacks, lemonade, iced tea, or other beverages for a small cost as well!
   a. If so, prepare to put someone in charge of bringing the drinks, cups, napkins, and any other food items you may need. Add these items to the supply list above.

10. Decide who will host the night. It could be any of the volunteers, or a well-known member of the community! Ensure this person is prepared to introduce acts coming on the stage or into the stage area, and is prepared to be the face of the show!

Prepare

11. After coordinating supplies, location, and equipment, advertise your event on social media and through flyers.

12. Reach out to acts that have expressed interest in performing and confirm the date and time with them. Ensure they understand what you will and will NOT be providing (microphone, extension cords, etc.)

13. The day of the event, ensure there is time set aside for set up (an hour or two). Use tablecloths and other decorations to draw attention to the show!

14. Use the buckets or bins as your voting method. Write the act name on a notecard and tape to a bin.

Perform

15. Make sure you have enough volunteers available to: assist guests as they arrive, collect money, count votes towards the end, and help clean up afterwards.

16. As guests arrive, give each ONE raffle ticket to vote with. Towards the end of the night, they will place their ticket in the bucket or bin of the act they are voting for!

17. Play radio or other music appropriate for guests to enjoy while you and the team counts the votes.

18. Once all votes are counted, announce to the crowd the winning act, and present them with their prize!

19. Count the money you made for your volunteer project. If you collected more than your project requires, donate the remaining funds to a nonprofit organization that benefits the community your project aims to serve!

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Accounting Table

(use to calculate how much was collected):

CURRENCY	COUNT	CALCULATE	TOTAL
Quarters		X .25	
Dimes		X .10	
Nickels		X .05	
Pennies		X .01	
Ones		X 1	
Fives		X 5	
Tens		X 10	
Twenties		X 20	
Fifties		X 50	
Hundreds		X 100	

Example:

CURRENCY	COUNT	CALCULATE	TOTAL
Quarters	75	X .25	$ 18.75
Dimes	60	X .10	$ 6.00
Nickels	0	X .05	$ 0.00
Pennies	0	X .01	$ 0.00
Ones	63	X 1	$ 63
Fives	26	X 5	$ 130
Tens	47	X 10	$ 470
Twenties	42	X 20	$ 840
Fifties	1	X 50	$ 50
Hundreds	0	X 100	$ 0

18.75+6.00+0+0+63+130+470+840+50+0= $1577.75 – $380 (Cost of Materials) = **$1047.75**

Checklist

Plan

- ☐ Choose location to hold the show
- ☐ Contact location and confirm date and time
- ☐ Reach out to friends, family, and other community members to find talented bands or other acts
- ☐ Post on social media or create flyers if desired to recruit acts
- ☐ Coordinate with a volunteer to photograph the event
- ☐ Delegate an MC for the event
- ☐ If hosting auditions, schedule them with the acts
- ☐ Decide on an order for approved acts. Make sure to stagger alike acts to keep attentions high!
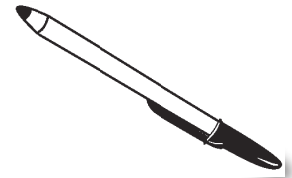
Prepare

- ☐ Post on social media or create flyers to advertise the event
- ☐ Begin assigning volunteers with tasks like: collecting money, counting votes, food, set up and clean up
- ☐ Arrange for any equipment needed, obtain supplies and equipment as required
- ☐ Request tables and arrange for drop off prior to the date of your event
- ☐ Remind volunteers of their assigned tasks
- ☐ Ensure volunteers know what time they are expected to arrive
- ☐ Obtain first place prize (donation or cost of <$50)
- ☐ Continue to advertise via flyers, social media, your own personal website, etc.
- ☐ Set up tables for sitting, voting, and talent act / band sign-in (a few hours before the event)
- ☐ Write act names on notecards for bins / buckets and prepare raffle tickets.
- ☐ Test microphone and any other equipment (a few hours before the event)
- ☐ Decorate area (a few hours before the event)
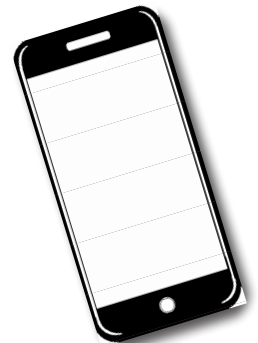
Perform

- ☐ Ensure guests retrieve 1 ticket each for voting
- ☐ Keep guests entertained, maintain refreshments if provided
- ☐ Count votes and announce the winner!
- ☐ Count the money you made for your volunteer project
- ☐ Fill out the reporting form, ensure a volunteer uploaded any photos, and celebrate!

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Examples:

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