



SONU VARKEY
Speaker.com

♣ *Entertainer* ♥ *Speaker* ♠ *Promoter* ♦

Help us make your event a success!

- ◆ A written introduction will be sent prior to the engagement, please let Sonu know if any modifications are going to be made.
- ◆ If there are items on the agenda prior to Sonu's presentation lasting more than 30 minutes, consider giving the audience a brief stretch break before introducing him.
- ◆ A raised platform is ideal. This gives audience members a clear, unobstructed view of Sonu during his presentation.
- ◆ Sonu moves around during the program. If there is a podium on the stage, please make sure it is off to the side or that he can walk in front of it.
- ◆ Make sure the entire room is well lit, especially the stage area. If spotlights are available, please consider firing them up! When the presenter is illuminated more than the audience, listeners can hear better and are less distracted. Make sure the house lights are at 40-60%, so Sonu can see the audience. Consider using a dark backdrop.
- ◆ If the room is rectangular, set the stage area in the middle of the long wall—not on the short end. It is better to have an audience wide than deep. Stagger the chairs. Don't put one chair directly behind the other. If you stagger each row, audience members won't have someone's head right in front of them to block the view.
- ◆ Seat the audience as close to each other and as close to Sonu (six feet if possible) as possible with each chair facing center stage. Match the number of chairs to the number of people; keep extra chairs stacked up at the back of the room to avoid empty seats.
- ◆ If possible, please ensure there are aisles every 8-10 seats. Sonu will call participants on stage with him and this will make it easier for participants.
- ◆ If the door at the back of the room closes loudly, please have a door stop or cover the latch with tape so that the door will not be a distraction.
- ◆ At banquets, ask the wait staff to stop clearing tables when the program begins and resume **after** Sonu's presentation.
- ◆ Sonu has a wireless headset microphone that can plug into any system. Please have a backup in case needed.

These are not requirements, only ideas that have added quality to past meetings when applied. Please call Sonu if you have any questions.