



P.O. Box 16067, St. Paul, MN 55116

Tel. (651) 336-3302

epiphany studio productions

EPIPHANY STUDIO PRODUCTIONS

Performance Publicity Materials

Here's a List of Publicity Materials That We Offer, Which Are Included in Your Booking Fee:

- Up to 30 full color 11x17 posters with your performance information pre-printed
- Color 8.5x11 Flyer with your performance information, sent via email in Adobe .PDF format for you to distribute digitally and/or print & make copies to distribute as you see fit
- Church bulletin & pulpit announcements (mailed or emailed)
- Press Release for print publications (mailed or emailed)
- Radio Announcement (at your request – call & ask for details – **this service may be subject to an additional fee** if we customize the radio spot for you). We can provide a tag-able or custom radio ad, but you're still responsible for acquiring local radio airtime in your area.
- Customized template for pre-printed tickets (sent via email in either Microsoft Publisher file format or Adobe .PDF file format). We only provide the custom ticket template at no additional charge – a fee will apply if you wish for us to also print the tickets for you.
- We bring programs with us for the performance and we do offer you the option of a B&W printed insert for the programs that recognizes your sponsors in a special way if you so choose (content for the inserts must be provided at least 2 weeks in advance of your event)

Specific Information We Need From You:

- What publicity materials do you want us to provide from the above list and when do you want them by?
- Exact performance location information as you want it on the materials: *name of location, address if necessary, parking information if applicable*
- Exact Date(s)/Time(s): *if there is anything else you want included, please let us know*
- Admission Information: *ticket prices, free will offering, or is it a free event?*
- Contact Info: *please provide any necessary contact information for people to find out more*