



EVENT MEMO



Sunday: August 2, 2026

MEMO DATE: 7/29/2026

EVENT OVERVIEW

VIP DOORS	3:30 PM	MOD	Ireland	CLUBS	
GENERAL DOORS	6:30pm	OPS MOD	Chip	VIP LOUNGE	Open
EST. ATTENDANCE	9,000	EVENT MOD	Joe	PATRON TEQUILERIA	VIP/Open
EVENT TIME	8:00pm - 10:40pm	STAGE LOCATION	End Stage	ANGELS ENVY	VIP
ENTRANCES	NORTH SOUTH	BOWL SEATING	Reserve	MODELO GOLD LION	Open
	EAST WEST	FLOOR SEATING	Reserve	THE ZONE	Open
	NE PLAT GOLD	SELL LINE	220°	YUENGLING FLIGHT CLUB	Open
YUENGLING DINNER: No				1933 RANCH	Closed
WEATHER HI: 101 / LO: 79 / Sunny				CASA BACARDI	Closed
6% Chance of rain 9mph winds				MICHELOB ULTRA	Open

ARTIST OVERVIEW: MM is an American singer-songwriter. Born in Astoria, Queens, and raised in Baldwin, New York, Martinez rose to fame in 2012 after appearing on season 3 of the American television talent show The Voice.

SHOW NOTES:

There will be a merch trailer outside south end of the building.
The merch trailer will open at 3:30pm

EVENT TIMELINE		
TIME	ACTIVITY	LOCATION
August 2nd		
5:00 AM	Tour Cater Arrives	Loading dock / Media Dining
6:00 AM	Chalk	Floor / Arena
7:00 AM	Production Load In	Floor / Arena
12:00pm	Stage Roll	Floor / Arena
1:00 PM	Chairs	Floor / Arena
2:00 PM	Haze	Arena
3:30 PM to 4:30 PM	Melanie Martinez Sound Check	Floor / Arena
3:30 PM	Merch Trailer Open	PNC Plaza
3:30 PM	VIP 1 Check In - Opens	Patron East
4:00 PM to 5:30 PM	VIP 1 Lounge Experience	Angels Envy & Patron Tequileria
4:30 PM to 5:30 PM	Isabel LaRosa Sound Check	Floor / Arena
5:00 PM	Security Meeting	Ops Conference Room
5:00 PM	VIP 2 Check In - Opens	Patron East
5:30 PM	VIP 1 & 2 Early Merch - Opens	East Concourse
6:30 PM	General Doors	Arena
7:20 PM to 7:40 PM	Valencia Grace	Arena
8:00 PM	Ticketed Start Time	Arena
8:00 PM to 8:40 PM	Isabel LaRosa	Arena
9:10 PM to 10:40 PM	Melanie Martinez	Arena
10:40 PM	End of Show	Arena
2:00 AM	End of Load Out	Arena
PREVIOUS SHOW: 7/30 Orlando, FL NEXT SHOW: 8/3 Austin, TX		

OPERATIONS

STAGE:	Tour Provided	BOWL SET UP	South Retracted / North Up
STAIRS:	0	UPSTAGE CURTAIN	80'
FOH RISERS:	16'x8'x2' Lighting Riser (2) 4'x8'x4' Cam Riser	TERRACE CURTAIN	331-305
		YUENGLING FLIGHT	Closed
		CH SCRIM	On
BARRICADE	Tour provided and House FOH	CHAIR SET	Timeline SET TO 34"
BIKE RACK	FOH and pass gates	DASHERS	Draped
CATERING DOCK	(8) Tables	DOWN AISLES	All In
MEDIA DINING	Concert setup	118/119 STAIRS	In
ANGELS ENVY	Game Setup	PERF. HALLWAY	Rack of Tables & Chairs
VIP LOUNGE	Clear	INT. HALLWAY	Rack of Tables & Chairs
FAN SHOPS	Draped	110 TUNNEL	Beverage Sign
CALL TIME	6:00AM	115 TUNNEL	Beverage & Restroom Sign
ROTUNDA 6	No	SECTIONS DRAPED	123 122 103 102

NOTES:

Marketing does have ROT 6 needs

Please have (1) 6' table in 115 tunnel for Levy

House barricade in front of FOH. Rest of the barricade tour is carrying.

A rack of tables and chairs in each hallway

MAINTENANCE / ELECTRICAL / HVAC

CHALK	6:00AM	SPOTLIGHTS	0
ELECT. CALL TIME	6:00AM	CENTERHUNG	Max Trim By 5AM
MAINT. CALL TIME	10:00AM	WASHER / DRYER	0/0
HVAC CALL TIME	11:00AM	FORKLIFTS	3 IN / 3 OUT
POWER REQUESTS		FIRE EXTINGUISHERS	0 H2O / 0 CO2
LIGHTING (1) 400A SR		HAZING	Yes
AUDIO (1) 200A SR (1) 200A SL		PYRO	Yes
VIDEO (1) 400A SL		CONFETTI	Yes
RIGGING (1) 100A SR		ROOM TEMPS	71
SFX (1) 100A SR		BOWL TEMP	Comfortable
TAIT Stage (1) 200A SL			
FOH			

IT

CALL TIME	8:00AM
CONCOURSE	Merch
PNC PLAZA	N/A
BOH	1 for Production 1 for Crew Room

NOTES: Will NOT use Woodall Rodgers
85 Rig Points 70k lbs

AUDIO / VISUAL				BOX OFFICE		
CALL TIME	12:00PM			CASH ADVANCE	No	
CLEAR COM	0			VIP	Yes	
SPOTLIGHTS	0			CHAIR SET	Set to Normal setup	
CAMERA OPS	0			FORCED WILL CALL	No	
VIDEO BOARDS	ADS - Pre/Post Show					
NOTES:	Tour carrying 2 robo spots					
MERCH			PARKING		LEVY	
LOCATION	EAST	SOUTH	LEXUS	Yes	POUR	Floor
	NORTH	WEST	VALOR	N/A	VIP	Yes
	PLATINUM	PLAZA	PNC PLAZA	N/A	YUENGLING FLIGHT	Closed
	ROTUNDA-2		NOTES		BACKSTAGE	Music City
EARLY MERCH	Yes		VIP Nation		NOTES	
LEGENDS				Alcohol Cut Off 1hr before end of show		
CONCOURSE				Full Strike		
FAN SHOPS				Will be Draped		
GUEST SERVICES				24 HOUR SECURITY		
SECURITY MEETING	Per timeline	SMOKING	Both Patio	LOADING DOCK	15 Semi-Trucks	
POUR	Floor	FAN PHOTOS	N/A		1 Merch Truck	
LEVELS OPEN	Yes	VIP	Yes		8 Buses	
CAMERA POLICY	No professional lens				1 Sprinter	
SPECIAL FX	Haze, Pryo			RENTALS	Gases	
NOTES	Pour the floor / No Gifts and Flags			CATERING	Music City	
HOUSEKEEPING				ROOMS AVAILABLE	All ; Opened @ 6AM	
EVENT LEVEL	Ready by 6AM			HAZING	Per Timeline	
CONFETTI	Yes			LOAD IN EMT	6am to 5pm	
CONCOURSE	Ready by 1PM			LOAD OUT EMT	10pm to 2am	
NOTES	Please have (2) large trashcans on the south end of the floor			PLAZA	N/A	
				PATRON EAST	Yes	
				CHIME	No	
UPSTAGE			DALLAS FIRE DEPT.		MARKETING	
CHALK	Per Timeline	HAZING	Per Timeline	Will NOT be using Rotunda 6 for photo op		
FORKLIFTS	3	PYRO	Yes			
SPOT OPS	0	NOTES				
FURNITURE	Per Advance					

VIP

WMG is producing Heather Sorrenty

LEVELS

VIP 1	150	VIP 1 "Lounge Experience" - Early Entry / Lounge & Meditation / Early Merch
VIP 2	300	VIP 2 "VIP Early Entry" - Early Entry / Early Merch
VIP 3	0	
VIP 4	0	
VIP 5	0	

LOCATIONS

CHECK IN	Patron East
LOUNGE	Angels Envy & Patron

TIMELINE

3:30 PM to 4:30 PM	Melanie Martinez Sound Check	Floor / Arena
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NOTES

2 Security for Mags / 1 Ticket Taker / 5 Staff for Early Merch / 3 Angels Envy and Patron

