



EVENT MEMO



Friday, May 22nd, 2026

MEMO DATE: 5/18/2026

EVENT OVERVIEW						
VIP DOORS	6:00PM	MOD	Ireland	CLUBS		
GENERAL DOORS	7:00PM	OPS MOD	Max	VIP LOUNGE	Clear	
EST. ATTENDANCE	8,000	EVENT MOD	Nate	PATRON TEQUILERIA	Open	
EVENT TIME	8:00PM-10:30PM	STAGE LOCATION	End Stage	ANGELS ENVY	VIP	
ENTRANCES	NORTH	SOUTH	BOWL SEATING	Reserve	MODELO GOLD LION	Open
	EAST	WEST	FLOOR SEATING	GA & Reserve	THE ZONE	Closed
	NE PLAT	GOLD	SELL LINE	180°	YUENGLING FLIGHT CLUB	Open
YUENGLING DINNER:			Yes	1933 RANCH	Closed	
WEATHER HI: 85/ LO: 66/ Cloudy 56% Chance of rain / 17 mph winds				CASA BACARDI	Closed	
				MICHELOB ULTRA	Open	
ARTIST OVERVIEW:						
Demi Lovato is a pop singer, songwriter, and actor who first rose to fame through the Camp Rock films on Disney Channel. They are known for powerful vocals and hit songs like Skyscraper and Sorry Not Sorry.						
SHOW NOTES:						
There is a VIP element with early entry, lounge access, early merch, and a backstage tour.						

OPERATIONS

STAGE:	60'x40'x6' House Stage & Tour	BOWL SET UP	South Retracted / North Up
STAIRS:	3	UPSTAGE CURTAIN	100'
FOH RISERS:	16'x12'x3' (2) 4'x8'x4' for Cameras	TERRACE CURTAIN	307-330
		YUENGLING FLIGHT	Open
		CH SCRIM	On
		CHAIR SET	Timeline SET TO 34"
BARRICADE	House & Tour Barricade	DASHERS	Draped
BIKE RACK	FOH mix and pass gates	DOWN AISLES	All In
CATERING DOCK	N/A	118/119 STAIRS	In
MEDIA DINING	Concert setup	PERF. HALLWAY	Rack of Tables & Chairs
ANGELS ENVY	VIP	INT. HALLWAY	Rack of Tables & Chairs
VIP LOUNGE	Clear	110 TUNNEL	Beverage Sign
		115 TUNNEL	Beverage & Restroom Sign
CALL TIME	7:00 AM	SECTIONS DRAPED	123 122
ROTUNDA 6	N/A		103 102
NOTES:		FAN SHOPS	Draped

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

* House barricade will be used to separate GA Seating from Reserved. Tour will provide stage barricade.

* Stage needs handrail along the upstage side and 16' along the upstage left and right sides.

MAINTENANCE / ELECTRICAL / HVAC

IT

CHALK	7:00 AM	SPOTLIGHTS	0	CALL TIME	7:00 AM
ELECT. CALL TIME	7:00 AM	CENTERHUNG	Max Trim By 5AM	CONCOURSE	Merch
MAINT. CALL TIME	10:00AM	WASHER / DRYER	No	PNC PLAZA	N/A
HVAC CALL TIME	11:00AM	FORKLIFTS	4 IN / 4 OUT	BOH	3 for production
POWER REQUESTS		FIRE EXTINGUISHERS	2 H2O / 2 CO2		1 for Tour MGMT
Lighting:	(2) 400A SR	HAZING	Yes		
Audio:	(1) 200A SR & (1) 200A SL	PYRO	No		
Video:	(1) 200A SL, (1) 100A SL, (1) 100A SR	CONFETTI	No		
Special FX:	(1)200A SL	ROOM TEMPS	71		
		BOWL TEMP	Comfortable		
Catering:	N/A				

NOTES: Will NOT use Woodall Rodgers
102 Rig Points 88k lbs

<u>AUDIO / VISUAL</u>			<u>BOX OFFICE</u>		
CALL TIME	12:00PM		CASH ADVANCE	No	
CLEAR COM	0		VIP	Yes	
SPOTLIGHTS	0		CHAIR SET	Per Timeline	
CAMERA OPS	0		FORCED WILL CALL	No	
VIDEO BOARDS	ADS - Pre/Post Show				
NOTES:	N/A				
<u>MERCH</u>		<u>PARKING</u>		<u>LEVY</u>	
LOCATION	EAST	SOUTH	LEXUS	Open at 12:00 PM	
	NORTH	WEST	VALOR	N/A	
	PLATINUM	PLAZA	PNC PLAZA	N/A	
EARLY MERCH	Yes		NOTES	No parking for VIP guests	
				POUR Floor	
				VIP Yes	
				YUENGLING FLIGHT Open	
				BACKSTAGE	
				NOTES	
				Alcohol Cut Off 1hr before end of show	
				Please pour drinks on the floor	
<u>LEGENDS</u>					
CONCOURSE	Full Strike				
FAN SHOPS	Will be Draped				
<u>GUEST SERVICES</u>			<u>24 HOUR SECURITY</u>		
SECURITY MEETING	Per timeline		SMOKING	Both Patio	
POUR	Floor		FAN PHOTOS	No	
LEVELS OPEN	Yes		VIP	Yes	
CAMERA POLICY	No professional lens				
SPECIAL FX	Haze				
NOTES	Pour the floor				
				LOADING DOCK	
				9 Semi-Trucks	
				1 Merch Truck	
				6 Buses	
				RENTALS	
				Gas	
				(1) Forklift	
				(5) 20lbs Non Syphon CO2	
				CATERING	
				Music City	
				ROOMS AVAILABLE	
				All ; Opened @ 6AM	
				HAZING	
				Per Timeline	
				LOAD IN EMT	
				8:00AM	
				LOAD OUT EMT	
				10:30PM	
				PLAZA	
				N/A	
				PATRON EAST	
				VIP	
				CHIME	
				N/A	
<u>ROCKFORCE</u>			<u>DALLAS FIRE DEPT.</u>		
CHALK	Per Timeline		HAZING	Per Timeline	
FORKLIFTS	4 In/ 4 Out		PYRO	No	
SPOT OPS	4		NOTES	No Rotunda 6 needs	
FURNITURE	Per Advance				
<u>MARKETING</u>					

VIP

LEVELS

VIP 1	79	It's Not That Deep:	Dedicated Entrance, Lounge Access, Early Merch, VIP Gift
VIP 2	90	Here All Night:	Dedicated Entrance, Early Merch, VIP Gift
VIP Tour:	9	Backstage Tour:	Tour of BOH and Picture in front of the stage

LOCATIONS

CHECK IN	Patron E
LOUNGE	Angels Envy

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TIMELINE

5:30 PM	VIP Tour Check in at Patron East
6:00 PM	VIP 1 Check In
6:15 PM	VIP Tour will be escorted from Angel's Envy down into the BOH and end in the front of the stage for a picture
6:15 PM	Lounge opens for VIP 1
6:30 PM	VIP 2 Check In
6:30 PM	All VIP Early Merch Access
6:50 PM	VIP 2 will be escorted down to the floor
8:00 PM	Check In closes
8:15 PM	Lounge closes

NOTES

The Backstage Tour pass **MUST** be accompanied by VIP 1 or VIP 2 purchase. Patrons will have the opportunity to purchase backstage tour passes at check in

Will need GA and Reserved ticket scanners for the VIP Element

