VENUE SITE ASSESSMENT

Score the site before you commit.

The checklist our crew uses on every site visit. Score each item 1 (poor) to 5 (excellent) and add notes. Leave a score blank if it doesn't apply. Fill it in on screen or print it.

Venue name	**Visit date**
Address	**Venue contact (name, phone, email)**
Event or activation	**Assessed by**

Access and load-in

	SCORE 1–5	NOTES
Truck and trailer access		
Load-in path, doors and elevators		
Parking for crew and vehicles		
Load-in and strike time windows		

Power, connectivity and utilities

	SCORE 1–5	NOTES
Power available at the footprint		
Generator or solar allowed if needed		
Wi-Fi and cell signal		
Water, restrooms and shade		

Traffic and visibility

	SCORE 1–5	NOTES
Foot traffic past the footprint		
Visibility from main paths		
Audience match for the brand		
Competing activations nearby		

Rules, permits and safety

	SCORE 1–5	NOTES
Permits needed and lead time		
Insurance and certificate requirements		
Sampling, alcohol and noise rules		
Labor or union rules		
Emergency exits and crowd flow		
Weather plan and indoor backup		

Footprint fit

	SCORE 1–5	NOTES
Space for footprint and queue		
Ground surface and anchoring		
Storage and staff area		
Security for equipment overnight		

Decision

Total score

Go / Go with conditions / No go

Notes, conditions and photos to take

Want us to assess your venue? steve@cflshowlabor.com · (352) 426-1694

We visit and score sites as part of every activation plan.