

President's Reception Private Event

General Information

Performers

- Jim Gritschke - jim@felixandfingers.com - 8474319899 (Piano)

Entire Event Day Time Frame

09/28/2023 - 09:00 pm - 11:00 pm CST

Location

President Abraham Lincoln Springfield, a DoubleTree by Hilton
701 E Adams St
Springfield, Illinois 62701-1616

Contact Person(s)

Cherry Middleton
(217) 753-2213
cmiddleton@iasaedu.org

Load-In

Load-in Note: You may see one or both performers arriving for setup. Rest assured, this is normal and coordinated in advance.

You may load in equipment at 07:00 pm

Expected number of guests:

100-150 guess are expected. Please let me know what time you want to set up.

Upgrades

- Mini-shells

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General Timeline

Itinerary

Time Frame	Activity	Notes
9-11 pm	President's Reception	

Announcements

We have a Jimmy Buffett themed reception. As you know, Mr. Buffett recently passed. Perhaps we can do a tribute song to him at some point during the two hours. We might also wish to thank the reception sponsors.

Explicit Lyrics:

I doubt our group will request songs with explicit lyrics but we want to avoid those if we can.

Songs To Avoid:

Lively dance music would be great as well as any hits that our guests might be familiar with.

Must Play Songs:

Margaritaville - *by Jimmy Buffett (Live)*
Sweet Caroline - *by Neil Diamond (Live)*
Don't Stop Believing - *by Journey (Live)*
Piano Man - *by Billy Joel (Live)*
Friends In Low Places - *by Garth Brooks (Live)*
Great Balls Of Fire - *by Jerry Lee Lewis (Live)*

Tipping:

Yes

Alcohol/Bar

Type: Open

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Miscellaneous Information

People To Include In Show

Maybe introduce our President at some point. Dr. Roger Alvey

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name	Password
hhonors	IASA2023

Other

Performer's Attire - Dressy Casual (Women: a degree of polish, such as a blazer or jewellery. Flats or heels are acceptable. Men: chinos, suit pants or designer denims with a button-up or collared shirt; no ties.)

Performance Expectations - 5

Departure And Load-Out

We must be packed up and out of the venue by 12:00 am

Additional Information: The hotel indicates you can set up as early as noon on Thursday and must have everything out of the room by 10 am on Friday.



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Gear Check And No-List

Reminders:

- Turn down the lights in the room
- Double check your sound board settings, speaker settings, lights, mics on, etc.

Gear Check List:

- Keyboard (with power cable and sustain pedal)
- Wireless Mic and extra batteries (lapel for ceremony)
- Stands (Keyboard Stand, Music Stand, Mic Stand, Light Stands, Speaker Stands)
- Speakers (with power cables)
- Monitors (Players may bring their own. All monitors must use the Main Send, no independent mixes)
- Lights (With power cables and pedals)
- iPad (charged, or with charger)
- Mixing Board
- EIF/Questionnaire
- Pencils/Forms/Tip Jar/Gaff Tape
- Freddy
- Stool
- Cables (Power/Patch/XLR/DJ Cable)
- DJ Headphones
- Mini Shells
- Rockin Roller
- Extra Mic
- Clothing: Shirt/Pants/Socks/Shoes/Belt/Tie/Undershirt
- Business Cards

The "No" List

- No special load-in instructions
- No venue manager
- No children
- No sound ordinances
- No shuttle

Emergency Contacts

Below is the order of contact to follow:

1. National Entertainment Director

Shawn Grindle - (412) 860-0544

2. Logistics Manager

Tina Naponelli - (815) 382-4341

If they are unavailable:

3. COO

Bre Podgorski - (818) 823-5799 (text only)

4. CEO

Mike Potts - (815) 245-3623 (text only)

Scribd

Scribd is a great resource for locating sheet music (ie. First dances, ceremony music, special requests). Please feel free to use our account.

Username:info@felixandfingers.com

Password:FFPlayer88

Player FAQ

Have other questions? Chat with our [AI Support](#)