# **BMO Top Performers Corporate Event** General Information

### **Performers**

• Eddie Thompson - edwardthompson@mac.com - 346 332 3456 (Piano)

### **Entire Event Day Time Frame**

05/06/2023 - 06:15 pm - 10:30 pm CST

## **Location**

Fairmont Austin 101 Red River St Austin, Texas 78701

**Contact Person(s)** 

Jennifer Yager (469) 955-6478 jennifer.yager@pra.com

### 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 04:00 pm

**Please Note:** Emailed over loading dock details from the Fairmont Austin with directions. Please also note that the event will be taking place in Ballroom A-D. Can contact Jennifer when you arrive if you need instructions. There will be an A/V team but check in with her about sound when you arrive.

### **Expected number of guests:**

570

### <u>Contacts</u>

Venue Manager: Emily Ortiz

(512) 524-4551 emily.ortiz@fairmont.com

## **Upgrades**

• Mini-shells

# **BMO Top Performers Corporate Event** General Timeline

## **Itinerary**

Time Frame	Activity	Notes	
6:15pm-6:40pm	Dueling Pianos (~25min)	Guest enter ballroom and sit down at tables. They will not be making requests at this time. Please play upbeat popular songs.	
6:40-6:43pm	Speaker welcome and release tables for dinner		
6:43-6:55pm	Dueling Pianos (~13min)	1st course	
6:55-7:33pm	Awards	Pianists go to green room and have dinner	
7:33-8:03pm	Dueling Piano (~30min)	2nd course	
8:03-8:40pm	Awards	Pianists can go to the green room	
8:40-9pm	Dueling PIanos (~20min)	Dessert course	
9-9:37pm	Awards	Pianists can go to green room	
9:37-9:55pm	Dueling Planos (~18min)	This set might be shortened or extended on the day (max 30min) depending on the client	
~9:55-10pm	Guest Speaker	event concludes	

## **Explicit Lyrics:**

No explicit lyrics, keep it PG, radio edits ok.

## <u>Tipping:</u>

No

### Alcohol/Bar

Type: Open

**Additional Information:** The client has created an app for the guests to request songs on. During each break the players will get a list of requests to play from but if there are not enough songs feel free to improvise and play other upbeat top 40/popular songs.

# **BMO Top Performers Corporate Event** Miscellaneous Information

### **People To Include In Show**

N/A

### **Wireless**

Details:		
Please Provide The Name Of The Connection And Passwor	d	
Wireless Name		Password
TBD	TBD	

## **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 paints or designer denims with a button-up or collared shirt; no ties.)

**Performance Expectations** - 3

### **Departure And Load-Out**

We must be packed up and out of the venue by 11:30 pm



## BMO Top Performers Corporate Event Gear Check And No-List

### **<u>Reminders:</u>**

- 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

## <u>Scribd</u>

## The "No" List

- No special announcements
- No genres/tunes to avoid
- No must-play songs
- No tipping allowed
- 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 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