

# Collins + Collins' Attorney & Manager Summer Party

## Corporate Event

### General Information

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#### **Performers**

- David Mahokey - david.mahokey@gmail.com - 724-317-1045 (Piano)
- Steven Ramirez - hollysbuddy29@aol.com - 626-828-9050 (Piano)

#### **IMPORTANT: Food Allergy Information**

- Steven Ramirez has the following food allergies: Gluten Free Vegan

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

09/09/2023 - 05:00 pm - 10:00 pm PST

#### **Location**

Grisham Dining Hall at Johnson Center at Occidental College  
1600 Campus Rd  
Los Angeles, California 90041

#### **Contact Person(s)**

Michele Gamble  
(626) 278-5003  
mgamble@ccllp.law

#### **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 03:00 pm

**Please Note:** Please set up in the Gresham Dining Hall which is on the 2nd floor of the Johnson Student Center at Occidental College. There is an elevator.

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

125

#### **Contacts**

**Venue Manager:**  
Saraith

(323) 259-2629  
celebrations@oxy.edu

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### General Timeline

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#### **Itinerary**

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
cocktails.hor d'oeuvres	5:00-6:30	Dj'd Background
dinner	6:30-7:30	
speech by Brian Stewart, Managing Partner	7:15	
Dueling Pianos/Drinking, etc	7:30-9:30	
DJ after party	9:30- guests leave	

#### **Explicit Lyrics:**

generally clean is good.

#### **Tipping:**

Yes

#### **Alcohol/Bar**

Type: Open

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### Miscellaneous Information

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#### **Wireless**

##### **Details:**

**Please Provide The Name Of The Connection And Password**

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 pants or designer denims with a button-up or collared shirt; no ties.)

**Performance Expectations** - 3

**[Please be sure to review the Corporate Events Guide!](#)**

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

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

**Additional Information:** Please use your discretion in reading the crowd and making it as fun as possible



FELIX AND FINGERS  
DUELING PIANOS

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### Gear Check And No-List

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#### **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 announcements
- No genres/tunes to avoid
- No must-play songs
- 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](#)