## 2023 Indy Gaylor Electric Christmas Party Corporate Event General Information

#### **Performers**

- Katrina Nilsen katrinanilsenmusic@gmail.com 9792290892 (Piano)
- Michael Sherman msherman@felixandfingers.com 5135181471 (Piano)
- Joey Zymonas joey.zymonas@gmail.com 8154744940 (Drummer)

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

12/09/2023 - 06:00 pm - 11:00 pm EST

#### **Location**

Renaissance Indianapolis North Hotel 11925 N Meridian St Carmel, Indiana 46032

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

Annie Davis (317) 518-6416 adavis@gaylor.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:** Please coordinate with the hotel staff, thanks!

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

500

#### **Contacts**

Photographer: Fred and Lori Koppold Tenth Street Photography (317) 750-1402 lori@tenthstreetphotography.com

#### Videographer:

Ben Reiff Gaylor Electric (317) 214-6271 breiff@gaylor.com Venue Manager: Molly Snyder

(317) 814-2512 Molly.Snyder@pyramidglobal.com https://www.reservations.com/hotel/carmel

#### **Director of AV**

Mario Medina (317) 603-9426 mario.medina@ita.com

### <u>Upgrades</u>

Additional Musicians



## 2023 Indy Gaylor Electric Christmas Party Corporate Event General Timeline

#### **Itinerary**

Time Frame	Activity	Notes
5:30	doors open	
6-6:45	registration/cocktail hour	In grand room/reception area. Coordinate with AV.
6:50/7	Dinner	
7:45/8	Dueling pianos	
10:30	DJ music	

#### **Announcements**

There is a MC, he will make all the announcements/welcome speech. He'll also be announcing raffle winners through out evening.

#### **Explicit Lyrics:**

Let's discuss further - no profanity, please.

#### **Songs To Avoid:**

Profanity. All genres/clean versions are fine.

#### **Tipping:**

No

#### Alcohol/Bar

**Type:** Combination/Other **Details:** Drink tickets.

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**Miscellaneous Information** 

#### <u>Wireless</u>

Details:

Please Provide The Name Of The Connection And Password

Wireless Name
Password

TBD
TBD

Other

Performer's Attire - Other

Festive or casual or cocktail. Whatever you're feeling!

Performance Expectations - 4

Some dueling piano banter and comedy. A stronger focus on dancing.

Please be sure to review the Corporate Events Guide!

Departure And Load-Out

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

4/5

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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

### <u>Scribd</u>

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

### <u>The "No" List</u>

- 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)