

# IL Public Employer Labor Relations Association (IPELRA) Corporate Event General Information

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## **Performers**

- Michael Sherman - msherman@felixandfingers.com - 5135181471 (Piano)

## **Entire Event Day Time Frame**

10/23/2023 - 06:00 pm - 09:30 pm CST

## **Location**

Eagle Ridge Resort  
444 Eagle Ridge Dr  
Galena, Illinois 61036-9250

## **Contact Person(s)**

Christine Bajor  
(847) 980-1630  
cbajor@wheelingil.gov

## **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 04:30 pm

## **Expected number of guests:**

150

## **Contacts**

### **Venue Manager:**

Penny Schwark

(815) 776-5025  
pschwark@eagleridge.com  
<http://www.eagleridge.com>

# IL Public Employer Labor Relations Association (IPELRA) Corporate Event General Timeline

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## **Itinerary**

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
6 -7:30	Dinner	DJ Background
7:30 - 9:30	Dueling Pianos	

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## **Explicit Lyrics:**

Please simply fill in with clean language.  
The audience is HR related as well as managers.

## **Tipping:**

Yes

## **Alcohol/Bar**

**Type:** Combination/Other

**Details:** Attendees will receive 2 tickets for bar service.



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# IL Public Employer Labor Relations Association (IPELRA) Corporate Event Miscellaneous Information

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## **People To Include In Show**

No

## **Wireless**

### **Details:**

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

<b>Wireless Name</b>	<b>Password</b>
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

## **Departure And Load-Out**

**We must be packed up and out of the venue by 10:30 pm**



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# IL Public Employer Labor Relations Association (IPELRA) Corporate Event 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 load-in instructions
- 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](#)