

Mathews Company Employee Christmas Party

Corporate Event

General Information

Performers

- Katrina Nilsen - katrinanilsenmusic@gmail.com - 9792290892 (Piano)
- Michael Sherman - msherman@felixandfingers.com - 5135181471 (Piano)

Entire Event Day Time Frame

12/15/2023 - 06:00 pm - 10:30 pm CST

Location

Galati's Hideaway
800 Feinberg Ct
Cary, Illinois 60013-2946

Contact Person(s)

Joseph Shulfer
(815) 382-8585
jshulfer@mathewscompany.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: The banquet area will be on the second floor, there is an elevator.

Expected number of guests:

75

Contacts

Venue Manager:

Elaine Zientara

(847) 516-3663

elaine@galatis.com

<https://www.galatihideaway.com/>

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General Timeline

Itinerary

Time Frame	Activity	Notes
6:00 - 7:00	Cocktail Hour	DJ'd christmas music
7:00 - 8:15	Dinner	Background Music
8:15 - 8:30	Speeches / Awards	Need use of microphone / sound system
8:30 - 10:30	Dueling Pianos Music Entertainment	Would like to discuss coordinating giveaways of some prizes based on a "name that tune" type game; maybe we can tie that in just before a performers' break around 9:15?

Announcements

Basic 'flow of event' announcements should be made (seated for dinner, awards starting soon, etc.) - more details to be provided closer to the event. Also, for the tipping question below, I have selected No because I don't want our guests to feel they need to tip. I will provide a tip at the end of the evening for the performers.

Maybe a name that tune game. F&F take control of the game, Joe will provide gifts.

Explicit Lyrics:

Please avoid using the seven dirty words according to George Carlin - https://en.wikipedia.org/wiki/Seven_dirty_words

Tipping:

No

Alcohol/Bar

Type: Open

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Miscellaneous Information

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 - 2

A lot of dueling piano banter and comedy. A little focus on dancing.

Departure And Load-Out

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



FELIX AND FINGERS
DUELING PIANOS

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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 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

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](#)