

Gislason & Hunter Corporate Event

General Information

Performers

- Eben Seaman - achicachic52@yahoo.com - 3195941478 (Piano)
- Eric Ronquillo - eric@felixandfingers.com - 7147918485 (Piano)

Entire Event Day Time Frame

12/08/2023 - 05:00 pm - 10:30 pm CST

Location

Turner Hall
102 S State St
New Ulm, Minnesota 56073-3156

Contact Person(s)

Candace Norton
(507) 385-6156
cnorton@gislason.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 03:00 pm

Please Note: Please contact Andrea Boettger for specific load in instructions. 507-354-2022 or director@newulmturnerhall.com. Should be easy load in.

No floor plan, but there is a stage for the performers on one side of the event space and all round tables for dinner service will have a clear view of the stage. Likely everyone will stay at their seat for the dueling piano show following dinner as well.

Expected number of guests:

73

Contacts

Venue Manager:
Andrea Boettger

(507) 354-2022
director@newulmturnerhall.com
<http://www.newulmturnerhall.org/>

Upgrades

- Mini-shells



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General Timeline

Itinerary

Time Frame	Activity	Notes
5:00-6:15 (most will arrive at 5:30pm)	Cocktail hour & Appetizers	Have Background music playing for guests
6:15-6:30	Salad service	Dinner music
6:30-7:00	Dinner	Dinner music
7:00 or 7:15	Announcements, awards & gifts	We'll need access to a microphone, music not needed
7:15/7:30 - 9:45/10:00	Dueling Piano show starts	I'm not sure how long this part lasts

Announcements

Depending on how things go with getting everyone gathered from the bar/cocktail room into the main event space for dinner, I may request that you ask everyone to take their seat for dinner if they aren't moving into that room in a timely manner. I'll touch base with the performers if this is needed.

One announcement can be made after dinner/awards/gifts are done as they are starting their performance.

We are having a Bourbon Tasting Room on the 2nd floor of the event space. It will be open during Cocktail hour, but closed during dinner service. You can announce that the Bourbon Tasting Room is back open and people are welcome to go upstairs and enjoy that during the performance.

Explicit Lyrics:

We are a group of attorneys, staff and their significant others. Everyone will be over 21 years old and knowing language that is said in the office, pretty much anything is on the table. Explicit lyrics are fine if they are in the song that is requested. I don't see any reason to censor.

Tipping:

Yes

Alcohol/Bar

Type: Open

Additional Information: We are a group that likes to joke around and give each other a hard time. I've been in dueling piano crowds before where the performers gently poke fun at attendees. I think this would be completely appropriate for our crowd. Obviously read the room if a joke doesn't land not to push it, but light joking is welcomed.

12/8 (the day of the holiday party) is one of our attorney's birthdays...Trey Perez. I do not have RSVPs back from everyone yet, but if he is in attendance, we should DEFINITELY sing Happy Birthday to him!

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Miscellaneous Information

People To Include In Show

I am not sure of anyone particularly, but you are welcome to ask for volunteers.

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 - 1

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

Departure And Load-Out

Shuttle Details - We have two groups of attendees - staff and attorneys from the local New Ulm office and staff and attorneys from the Mankato office. Most attendees from the Mankato office will be driving over and back on a bus. There is not currently a specific time that the bus is picking everyone up...it's really more of a "feel the vibe and pick up when it feels appropriate" sort of thing. Typically we leave the main venue and do a little "bar hopping" on the way back to Mankato. So it's hard to give a time frame as to when that group will leave.

I will be sure to keep the performers in the loop if any announcements on this will need to be made.

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

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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
- Below is the order of contact to follow:

The "No" List

- No genres/tunes to avoid
- No must-play songs
- No children
- No sound ordinances

Emergency Contacts

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](#)