

Botkins Athletic Boosters Fundraiser Fundraising Event General Information

(All tips **MUST** be provided to the client at the end of the night!)

Performers

- Austin DuBois - aduboismusic@gmail.com - 248-835-3670 (Piano)
- Janessa Cardillo - janessa.cardillo@gmail.com - 216-505-3689 (Piano)

Entire Event Day Time Frame

01/27/2024 - 06:00 pm - 11:30 pm EST

Location

The Palazzo
309 S Main St
Botkins, Ohio 45306-9549

Contact Person(s)

Lynn Pleiman
(937) 638-4240
pleimanl@botkins.k12.oh.us

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: Use the double doors on the south side of the building. This will be on the first floor.

Expected number of guests:

250

Contacts

Venue Manager:

Taylor Cotrell

(937) 693-6325
taylor@palazzobotkins.com
<https://palazzobotkins.com/>

Auctioneer

Tom Roll
(555) 555-5555
noemail@noemail.com

Upgrades

- Mini-shells



Botkins Athletic Boosters Fundraiser Fundraising Event General Timeline

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Itinerary

Time Frame	Activity	Notes
6:00	Doors Open/Guests Arrive	DJ Background Music (nothing too classy)
6:30	Meal Begins (Buffet)	DJ Background Music
7:55	Thank yous and brief introductions	
8:00	Dueling Pianos	There will be some fundraising events going on during the pianos. There will be some winners' names we would like announced between songs at times.
10:00/10:15	Live Auction	Auctioneer will handle this but perhaps will use your mic if ok.
10:30-10:45	Silent Auction ends	Maybe play some background DJ music after live auction. This is the last event of the evening

Announcements

The venue manager will make meal announcements and release tables, however, we do have winners that will need to be announced periodically from 50/50 and pull tabs. There will also be a comment battle board going. Often the comments on the board can be mentioned because they're funny.

Explicit Lyrics:

The crowd is typically pretty raucous (especially by the end when the alcohol has been flowing for a while). So, there are no lyric concerns with explicit lyrics. In fact, last year's musicians were a little too clean for the crowd's taste. If you have anyone a little more rowdy, that is what we're looking for. They want to drink and be entertained with comedy. This is an adult-only event.

Songs To Avoid:

There is no dance floor (it will have corporate tables set up on it), so any songs that require lots of movement don't work well.

Tipping:

Yes, for charity
Botkins Athletic Boosters

Alcohol/Bar

Type: Combination/Other

Details: Beer and some mixed drinks are included with the cost of the ticket. Other alcohol is available to purchase.

Additional Information: We were a little disappointed in last year's pianists. They were fairly mellow. We also had issues with the lights they brought. We kept trying to get them to move them out of the guests' eyes but we never got it worked out. It was our most common guest complaint by the end of the evening. We loved the musicians we had the first year who were energetic and more rowdy



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Miscellaneous Information

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People To Include In Show

No

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

tbd

tbd

Other

Performer's Attire - Casual (Blue jeans and a t-shirt would be acceptable.)

Performance Expectations - 1

[Please be sure to review the Fundraising Performer Guide!](#)

Departure And Load-Out

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

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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 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](#)