

# Delivery Dept Holiday Party Corporate Event

## General Information

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### **Performers**

- Leana Courtney - layonapillow@gmail.com - 602-748-5219 (Piano)
- Mike Clement - mikeycmusic@gmail.com - 480-251-1925 (Piano)

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

12/16/2023 - 04:00 pm - 07:30 pm PST

### **Location**

Gate City Beverage  
2505 N Steele Rd  
San Bernardino, California 92408-3913

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

jessica mickschl  
(909) 721-4707  
jmickschl@reyesholdings.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 02:00 pm

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

~80

### **Contacts**

#### **Venue Manager:**

Gary Baumann

(909) 208-5626  
gabaumann@reyesholdings.com

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## General Timeline

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### **Itinerary**

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
4:00-4:45	Check-In/Dinner	DJ mix of classic rock and holiday music
4:45-5:00	Welcome from Leaders	bring wireless
5:00-7:00	Dueling Pianos	
7:00-7:30	Raffle/Group Pic with Pianos	Announce Raffle Winners

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### **Announcements**

Last call - Bar at 7:15

Raffle and Ugly Sweater Contest at 7:00pm

Safe Ride Home Program Available - Contact a leader if you need an Uber setup at no cost to you

### **Explicit Lyrics:**

This is a 21+ over event, all good. Use our judgement

### **Songs To Avoid:**

we dont have space for group movement dances such as line dancing

### **Must Play Songs:**

Any - by Spanish (Live)

### **Tipping:**

No

### **Alcohol/Bar**

**Type:** Open

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## Miscellaneous Information

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### **People To Include In Show**

Aaron Good

### **Wireless**

#### **Details:**

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

Wireless Name	Password
rhquest - registered email	5436

### **Other**

**Performer's Attire** - Ugly Sweater or Festive

**Performance Expectations** - 1

### **Departure And Load-Out**

**We must be packed up and out of the venue by 08:30 pm**

**Additional Information:** This is the hosting leadership team.

Aaron Good  
Gary Baumann  
Robert Perez  
Alyssa Mendoza  
Miguel Salas  
Greg Felix

FELIX AND FINGERS  
DUELING PIANOS

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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 special load-in instructions
- 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](#)