

NUCA of Iowa Annual Banquet Fundraising Event

General Information

Performers

- Jake Ashey - jake@felixandfingers.com - 7034637586 (Piano)
- Katrina Nilsen - katrinanilsenmusic@gmail.com - 9792290892 (Piano)

Entire Event Day Time Frame

02/16/2024 - 05:00 pm - 11:00 pm CST

Location

Marriott Downtown
700 Grand Ave
Des Moines, Iowa 50309

Contact Person(s)

Kim Frey
(815) 878-1243
kimfrey@nuca.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 03:30 pm

Please Note: Event will be taking place in the ball room. Cocktails start at 5pm so we would prefer set up to be done by then if possible.

Expected number of guests:

200+

Contacts

Venue Manager:

Rebecca Lorsch

rebecca.lorsch@marriott.com

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General Timeline

Itinerary

Time Frame	Activity	Notes
5pm	Cocktails	Recorded background music
5pm	Silent Auction Begins	
6pm	Dinner	Recorded background music
6:45pm	Speeches/Awards	F&F to provide mic
8pm	Entertainment	
10pm	Silent Auction Ends	
10:30pm	Conclusion of Entertainment	
10:30-11	dj music	

Announcements

Make auction announcements as needed.

Explicit Lyrics:

We are not worried.

Tipping:

Yes, for charity
Competition between our 2 sponsors....Contractor Solutions and J&K Contracting

Alcohol/Bar

Type: Open

NUCA of Iowa Annual Banquet Fundraising Event

Miscellaneous Information

Wireless

Details:

Please Provide The Name Of The Connection And Password

	Wireless Name		Password
TBD		TBD	

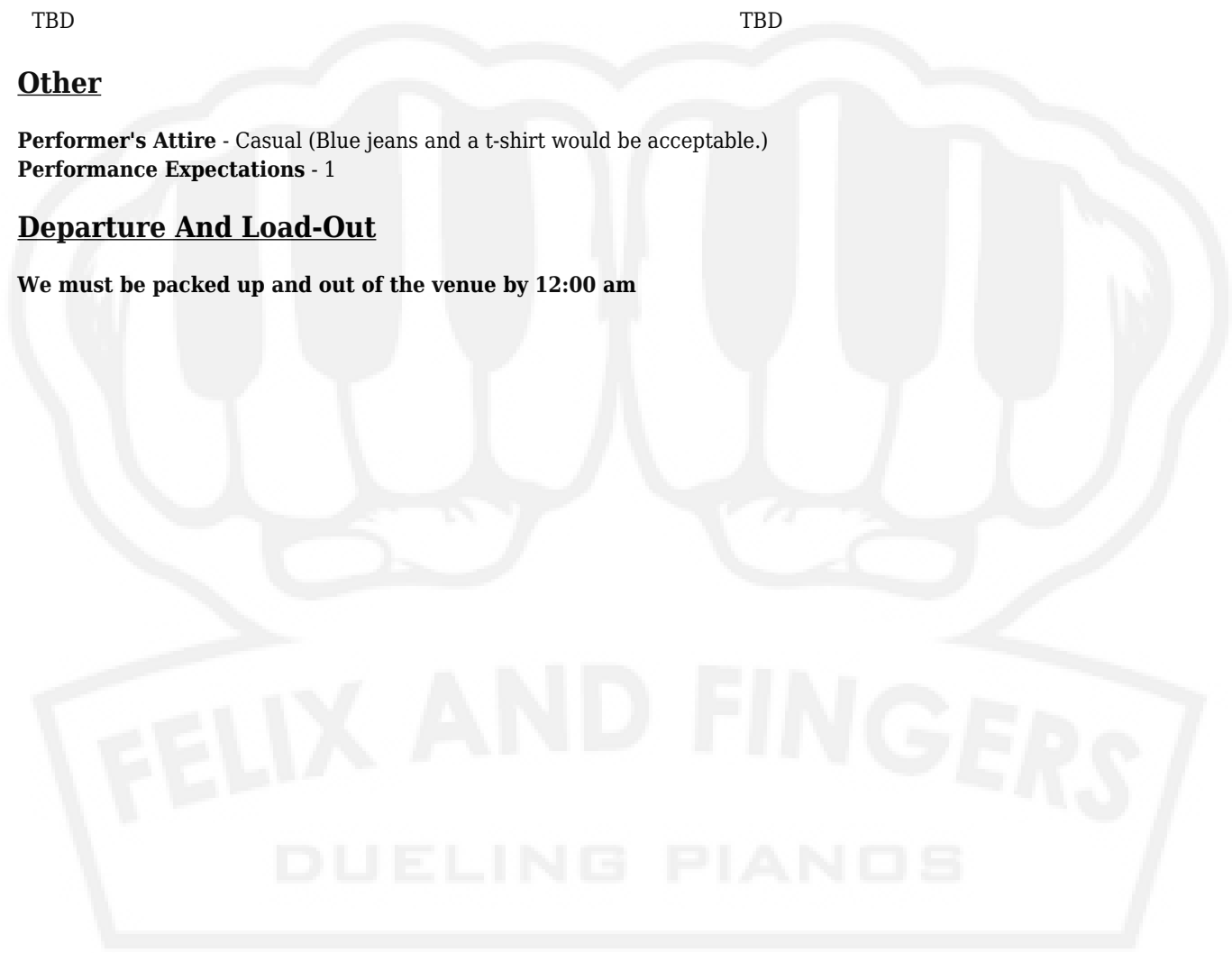
Other

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

Performance Expectations - 1

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

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 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](#)