

# Heartland Retirement Group Annual Banquet

## Corporate Event

### General Information

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#### **Performers**

- Eben Seaman - achicachic52@yahoo.com - 3195941478 (Piano)
- Katrina Nilsen - katrinanilsenmusic@gmail.com - 9792290892 (Piano)

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

03/29/2024 - 06:00 pm - 12:00 am CST

#### **Location**

Hotel Fort Des Moines  
1000 Walnut St  
Des Moines, Iowa 50309-3400

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

Tyler Lainson  
(402) 301-8668  
tyler.lainson@gmail.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:** You will need to connect with the hotel, per previous emails.

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

150

#### **Contacts**

**Venue Manager:**

Katie Rounsborg

(515) 373-2121

# Heartland Retirement Group Annual Banquet Corporate Event General Timeline

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## **Itinerary**

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
6:00 - 7:30 PM	Cocktails	
7:30 - 9:00 PM	Dinner/Awards	
9:00 - 11:00	Pianos	

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## **Explicit Lyrics:**

Use your best judgement.

## **Tipping:**

Yes

## **Alcohol/Bar**

Type: Open



FELIX AND FINGERS  
DUELING PIANOS

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### Miscellaneous Information

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#### **Wireless**

**Details:** There is no name/password. You may have to create a hotspot.

#### **Other**

**Performer's Attire** - Cocktail (Women: an above-the-knee hem is appropriate, or an evening pantsuit. Men: suit, tie optional.)

**Performance Expectations** - 3

#### **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 special announcements
- No genres/tunes to avoid
- No must-play songs
- No children
- No sound ordinances
- No wireless access
- 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](#)