

# The Cybersoft User Conference 2024 Corporate Event

## General Information

---

### **Performers**

- Andrew Dethloff - andrew@felixandfingers.com - 281-638-3979 (Piano)
- Eddie Thompson - edwardthompson@mac.com - 346 332 3456 (Piano)

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

04/23/2024 - 06:30 pm - 09:00 pm CST

### **Location**

Hyatt Regency Houston Galleria  
2626 Sage Rd  
Houston, Texas 77056

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

Tesla Cadena  
(956) 454-8717  
tesla.cadena@cybersoft.net

### **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 04:30 pm

**Please Note:** Connect w/Lesley for load in

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

~200

### **Contacts**

#### **Venue Manager:**

Lesley Close

(832) 397-5281  
lesley.close@hyatt.com

#### **Marketing Manager**

Malaika Jenkins  
(281) 453-8526  
malaika.jenkins@primeroedge.com

#### **Solution Engineer**

Kim Ziarko  
kim.ziarko@primeroedge.com

## Upgrades

- Mini-shells



# The Cybersoft User Conference 2024 Corporate Event

## General Timeline

---

### Itinerary

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
6:30ish	Presenting flowers to Shelly	bring wireless, Lindsey will be MCing the night. DJ background music
7pm-9pm	Dueling Pianos	celebrate Shelly Copeland (big Journey fan)

---

### Announcements

Let them know that if they are leaving, they can have their parking validated. They can follow PrimeroEdge, SchoolCafe, and Cybersoft Technologies on LinkedIn and Facebook.  
Last call around 8-8:15 for bar closing

### Explicit Lyrics:

Please either skip or swap the cuss words for something non-explicit. Our audience will generally be women 35 and up, possibly up to 60.

### Must Play Songs:

Any - by *Billy Joel (live)*  
Any - by *Bob Segar (live)*  
Sweet Caroline - by *Neil Dimond (live)*  
Any - by *Prince (live)*  
Don't Stop Believing - by *Journey (live)*

### Tipping:

No

### Alcohol/Bar

Type: Open

Additional Information: Check with Tesla about dinner after setup.

# The Cybersoft User Conference 2024 Corporate Event

## Miscellaneous Information

---

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

Do something for Shelly who is retiring.

Will send an email with information about the organizations and what they do. They want to make everyone feel like heros and incorporate tidbits about them into the show if possible.

### **Wireless**

#### **Details:**

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

	<b>Wireless Name</b>		<b>Password</b>
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** - 3

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

**We must be packed up and out of the venue by 10:00 pm**



FELIX AND FINGERS  
DUELING PIANOS

# The Cybersoft User Conference 2024 Corporate Event

## 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 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](#)