UKG Global Alliances Team Meeting Corporate Event
General Information

Performers

- Kathleen Butler-Duplessis - kathleen@felixandfingers.com - 6142044338 (Piano)
- Zach Goodman - zachgoodmusic@gmail.com - 516-492-6004 (Piano)

Entire Event Day Time Frame

04/10/2024 - 06:00 pm - 09:00 pm EST

Location

Boston Marriott Burlington
Burlington Mall Road
Burlington, Massachusetts 01803

Contact Person(s)

Jessica Krauss
(954) 614-8545
jessica.krauss@ukg.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: My hotel contact should be reaching out with instructions. I was told you can load in through the doors out front of the Celebrate Ballroom. Event is on ground floor.

Kelsey Tremlett
Event Sales Manager
Boston Marriott Burlington
(781) 221-6609
kelsey.tremlett@marriott.com

Expected number of guests:

100

Contacts

Venue Manager:
Kelsey Tremlett

(781) 221-6609
kelsey.tremlett@marriott.com
https://www.marriott.com/en-us/hotels/bosbu-boston-marriott-burlington/overview/?scid=f2ae0541-1279-4f24-b197-a979c79310b0

Upgrades

- Mini-shells

UKG Global Alliances Team Meeting Corporate Event
General Timeline

Itinerary

Time Frame	Activity	Notes
6:00-7:00pm	Cocktail hour - in foyer	DJ music
7:00-7:30pm	Awards	3 Awards will be given out, we will use your microphone/sound system
7:30-9:00pm	Dueling Piano Show	If awards go short, begin show early, around 7:15

Explicit Lyrics:

Corporate appropriate - keep it mostly clean

Tipping:

No

Alcohol/Bar

Type: Open

Additional Information: Cocktails will be outside of the banquet hall in the foyer area - please have a speaker set up in that area to play cocktail music

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Miscellaneous Information

Wireless

Details:
Please Provide The Name Of The Connection And Password

Wireless Name	Password
MarriottBonvoy_Conference	UKG0424

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 paints or designer denims with a button-up or collared shirt; no ties.)

Performance Expectations - 2
A lot of dueling piano banter and comedy. A little focus on dancing.

Please be sure to review the Corporate Events Guide!

Departure And Load-Out

We must be packed up and out of the venue by 11:00 pm
Additional Information: Buffet opens at 7:00, open seating

UKG Global Alliances Team Meeting 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* special announcements
- *No* genres/tunes to avoid
- *No* must-play songs
- *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](#)