

The Reel Valley - the Chamber's 114th Annual Gala (Greater San Fernando Valley Chamber of Commerce) Fundraising Event

General Information

(All tips MUST be provided to the client at the end of the night!)

Performers

- Bre Podgorski - bre@felixandfingers.com - 8188235799 (Piano)
- Julian Velard - javelard@gmail.com - 646-242-0261 (Piano)
- Louis Gonzales - lgonzmusic@gmail.com - 3056085961 (Drummer)

IMPORTANT: Food Allergy Information

- Bre Podgorski has the following food allergies: Gluten

Entire Event Day Time Frame

05/31/2024 - 06:30 pm - 11:00 pm PST

Location

Skirball Cultural Center
2701 N Sepulveda Blvd
Los Angeles, California 90049-6833

Contact Person(s)

Nancy Hoffman
(818) 448-1766
nancy@sanfernandovalleychamber.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 04:30 pm

Please Note: North loading dock goes through a ballroom to get to the Ahmanson Ballroom. Enter the north loading from Sepulveda.

Please ensure that no vehicles block the trash cans, as city garbage trucks need access for Friday pick-ups.

Vendors needing to work onsite should contact the Logistics Coordinator at 310-440-4636 or the Security Site Manager at 310-440-4676 for assignment to a parking area.

All equipment for entertainers must be set up before guests' arrival and all sound equipment must meet basic professional standards. The SCC technical liaison has the final authority on all set-ups. The perimeter of the room and stage area must be cleared of all vendor equipment prior to guest entry into the room. We cClient vendors providing technical support for lighting, sound and production needs must work in conjunction with SCC staff.

Electrical circuits are limited in common areas of event production; therefore, all electrical usage requires prior written approval of the Skirball Cultural Center's facility representative. Vendors may link or dovetail into our sound or lighting system under the supervision of SCC technical staff. Vendors directed to use the 400-amp cam lock system behind Ahmanson Hall or Herscher Hall with SCC provided pigtails, must shut down the breaker after disconnecting their equipment cannot guarantee an onsite storage location for this equipment.

Expected number of guests:

275

Contacts

Photographer:

Zarek Dietz
Photography by Zarek
(818) 207-8147
zarek@photographybyzarek.com
<https://photographybyzarek.com/>

Venue Manager:

Monica Reyes

(310) 440-4529
mreyes@skirball.org
<https://www.skirball.org/private-events/plan-event>

Upgrades

- Additional Musicians



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General Timeline

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Itinerary

Time Frame	Activity	Notes
6:30 to 7:20 p.m.	Cocktail Hour & Silent Auction	Play pre-recorded upbeat pop/classic rock - not boring music. Outside on patio but guests can be in main room.
7:20 p.m.	Call to be seated - We will do announcements	Get information from Nancy Day of for announcements
Around 7:40 p.m.	Program and awards begin	Possibly will have someone sitting with us to cue music
7:40 p.m.	Walk on music (Refer to playlist from client)	Cue music for each person
8:10 p.m.	Start dueling show	Program ends, dinner served, dueling pianos go crazy :)
8:30 p.m.	Silent Auction closes (announce this 5 minutes before)	this may be on an app not in person closing
10:30pm	End dueling show	
11:00pm	Event ends	

Dinner Seating

Food will come out around 7 for us. Nancy will let us know where to eat.

Announcements

Announcements:
Seating announcement
Introduce Nancy to start the program
Silent Auction Closing
Silent Auction is closed

Explicit Lyrics:

Keep it clean!

Tipping:

Yes, for charity
Greater San Fernando Valley Chamber of Commerce (Can use venmo card as well)

Alcohol/Bar

Type: Cash



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Miscellaneous Information

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People To Include In Show

YES! Chamber staff if we can get them away

Rafael De La Rosa

Steve & Jennifer Rydin

Anyone from Dr. Barry Leonard & Associates office (including Dr. Barry Leonard)

Genevieve Towne

Nancy Hoffman

I may have others to give you as we get closer.

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

SCC_Guest

none

Other

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

Performance Expectations - 3

[Please be sure to review the Fundraising Performer Guide!](#)

Departure And Load-Out

We must be packed up and out of the venue by 11:30 pm

Additional Information: We will be providing sound equipment, but we will run an XLR from our sound set up to the venue's system to give sound boost.

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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 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](#)