E+D Research Gala Corporate Event General Information

Performers

- Aleksey Porcelli alekseyporcelli@gmail.com 206-681-4043 (Piano)
- Jacob Hoglund Jacobhpiano7@gmail.com 9712764032 (Piano)

Entire Event Day Time Frame

06/07/2024 - 07:00 pm - 10:00 pm PST

Location

DeLille Cellars 14300 NE 145th St Woodinville, Washington 98072-6463

Contact Person(s)

Katrina Zuccaro (206) 353-8301 kazuccar@microsoft.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 05:00 pm

Please Note: The load in route that requires an escort from the team, so they will need to check in at the front desk of the Tasting Room and let the concierge know that they are here for the event. We will then escort them through the route to the 2nd floor.

Suggest parking towards the left side of the building as that is the closest route to the service elevator to get you to the second floor of the building.

Can also contact Katrina or Jen (425)319-0991 if needed

Expected number of guests:

140

Contacts

Venue Manager:

Sarah Sadler

(425) 489-0544 ssadler@delillecellars.com https://delillecellars.com/

Upgrades

• Mini-shells



E+D Research Gala Corporate Event General Timeline

Itinerary

Time Frame	Activity	Notes
7pm-7:45pm	Cocktails / Hors D'Oeuvres	DJ background piano style music - bring wireless just in case
~7:45pm-10pm	Dueling Pianos	

Dinner Seating

Check in with Jen or Katrina after setup

Announcements

Possibly announce last call

Explicit Lyrics:

Keep it classy.

Tipping:

No

Alcohol/Bar

Type: Open

Additional Information: Senior level (CVP, VP, Directors) attendees with their guests.

E+D Research Gala Corporate Event Miscellaneous Information

Wireless

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

Other

Performer's Attire - Formal (Women: formal gown. Men: suit with a tie.)

Performance Expectations - 3

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

E+D Research Gala 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 must-play songs
- No tipping allowed
- 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