FCCI's Agency Partnership Retreat Corporate Event
General Information

Performers

- Ciara DeLeon - ciaradeleon134@gmail.com - 386-237-1418 (Piano)

Entire Event Day Time Frame

08/01/2024 - 05:00 pm - 09:00 pm EST

Location

FCCI Insurance Group
6300 University Pkwy
Sarasota, Florida 34240-8424

Contact Person(s)

Carol Skaling
(941) 907-2483
cskaling@fcci-group.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 03:00 pm
Please Note: Check in at front desk with Security so they can unlock the doors as they will direct you to go around to backside of building to unload

Expected number of guests:

85

Contacts

Photographer:
Monika Kobeszko
Monika's Mirror Booth LLC
(727) 308-9555
monikasmirrorbooth@gmail.com
http://www.Monikasmirrorbooth.com

Venue Manager:
Carol Skaling

(941) 907-2483
cskaling@fcci-group.com
http://www.fcci-group.com

FCCI's Agency Partnership Retreat Corporate Event
General Timeline

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Itinerary

Time Frame	Activity	Notes
5-6pm	Cocktail Hour	DJ playlist
6-7pm	Dinner/Dessert	DJ Playlist
7-9pm	Dueling Piano Entertainment	

Dinner Seating

Need to know choice of meal for performers:
1) Herb Crusted Prime Rib with Au Ju & Horseradish Cream Sauce
2) Sherried Chicken & Shitake Mushroom Veloute
3) Pan Seared Gulf Grouper with a Key Lime Beurre Blanc and Mango Salsa

Can eat before in our cafe

Explicit Lyrics:

please edit out

Songs To Avoid:

No hokey pokey, chicken dance, line dance, etc. As there will be no dance floor.

Tipping:

Yes

Alcohol/Bar

Type: Open

FCCI's Agency Partnership Retreat Corporate Event
Miscellaneous Information

People To Include In Show

No

Wireless

Details:
Please Provide The Name Of The Connection And Password

Wireless Name	Password
FCCI-Guest	248 Years of Freedom!

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 - 1

[Please be sure to review the Corporate Events Guide!](#)

Departure And Load-Out

Shuttle Details - Pick up Times @ FCCI to Hyatt Place of Lakewood Ranch:
9:30pm and 9:45pm
We must be packed up and out of the venue by 10:00 pm

FCCI's Agency Partnership Retreat 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* must-play songs
- *No* children
- *No* sound ordinances

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