

The Hope Gala - Rotary Club of Martinsburg

Fundraising Event

General Information

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

Performers

- Jordan Peterson - petersonjm2@gmail.com - 4023406887 (Piano)
- Maddy Ludwig - madelyn.ludwig@gmail.com - 8475293696 (Piano)

IMPORTANT: Food Allergy Information

- Maddy Ludwig has the following food allergies: Gluten

Entire Event Day Time Frame

09/28/2024 - 06:00 pm - 10:30 pm EST

Location

Hilton Garden Inn- Martinsburg WV
65 Priority Dr
Martinsburg, West Virginia 25403-1482

Contact Person(s)

Michelle Sadat
(304) 886-7619
mc@advocate-ins.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

Expected number of guests:

180

Contacts

Photographer:

Jenny DiCola
JennyLynn Photography
(304) 283-3712
info@jennylynnphotowv.com
<http://www.jennylynnphotowv.com>

Venue Manager:

MaryCay Hess

(304) 263-0101

mary.c@mail.reservecloud.com

<https://www.hilton.com/en/hotels/mrbgigi-hilton-garden-inn-martinsburg/>

Upgrades

- Mini-shells

Files

- [Floor-Plan-setup_000222.pdf](#)



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General Timeline

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Itinerary

Time Frame	Activity	Notes
4pm	Load in	
6:00pm	Happy Hour	start light instrumental pianos
6:45pm	Announcements/Dinner starts	DJ'ed Pre-show playlist
7:30pm	Dueling Pianos starts	high energy show starts
8:30pm	Live auction	we plan to have an emcee do this (WIRELESS)
9:15pm	silent auction closes 50/50 and whiskey raffles	thank you from president
9:20pm	Dueling piano show resumes	
10pm	event ends	encore?
10:05pm	Load out	

Dinner Seating

you will have a table to eat

Explicit Lyrics:

clean-ish nothing explicit

Must Play Songs:

Take Me Home (Country Roads) LAST SONG - *by John Denver (Live)*

Tipping:

Yes, for charity
Martinsburg Rotary Club

Alcohol/Bar

Type: Open

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Miscellaneous Information

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Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

tbd

tbd

Other

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

Performance Expectations - 4

Some dueling piano banter and comedy. A stronger focus on dancing.

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

Departure And Load-Out

We must be packed up and out of the venue by 11:00 pm

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Gear Check And No-List

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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 special load-in instructions
- No special announcements
- No genres/tunes to avoid
- 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](#)