

Black Diamond Plumbing & Mechanical Corporate Event

General Information

Performers

- Jake Ashey - jake@felixandfingers.com - 7034637586 (Piano)
- Kaleen Dolan - kaleendolanmusic@gmail.com - 8472202322 (Piano)

Entire Event Day Time Frame

12/06/2024 - 06:00 pm - 12:00 am EST

Location

Crystal Lake Holiday Inn
800 S Illinois Rte 31
Crystal Lake, Illinois 60014-8226

Contact Person(s)

Samantha Murphy
(815) 347-7390
smurphy@blackdiamondtoday.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: The room has its own entrance on the side of the building, load through the double doors which will lead straight to the stage area.

Expected number of guests:

100

Upgrades

- Mini-shells

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General Timeline

Itinerary

Time Frame	Activity	Notes
6-7pm	Cocktail hours	DJ background music (holiday)
7-7:30pm	Blessing, first course	owner, Rick, gives blessing
7:30-8pm	Dinner, video presentations	video provided through the hotel, we provide provide wireless
8-8:30pm	Dessert, awards and speeches	
8:30-12am	Dueling Pianos & DJ	

Dinner Seating

There will be space at the same tables our guests are at.

Announcements

Around 9pm, we will likely have a gift raffle, you will pull 25 names for the raffle.

Explicit Lyrics:

Adults only but just try to keep it as clean as possible. A bit of minor cursing is okay, but no "f" bombs for example.

Must Play Songs:

Black Diamond Company Jingle! - *by (Live)*

Tipping:

No

Alcohol/Bar

Type: Open

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Miscellaneous Information

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

TBD

TBD

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 Corporate Events Guide!](#)

Departure And Load-Out

We must be packed up and out of the venue by 01:00 am

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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 venue manager
- No genres/tunes to avoid
- 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](#)