

# Cardwell Built Corporate Event

## General Information

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### **Performers**

- Rory John Zak - rory@roryjohnzak.com - 919-995-2976 (Piano)
- Terrell Sparks - terrellsparks77@gmail.com - 317-682-8549 (Piano)

### **IMPORTANT: Food Allergy Information**

- Rory John Zak has the following food allergies: Tree Nuts

### **Entire Event Day Time Frame**

12/12/2024 - 07:00 pm - 10:00 pm EST

### **Location**

The Venue at Brookstone  
1201 W Alto Rd  
Kokomo, Indiana 46902-4970

### **Contact Person(s)**

Laura Cardwell  
(765) 776-1911  
laura@cardwellbuilt.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

### **Expected number of guests:**

130

### **Upgrades**

- Mini-shells

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## General Timeline

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### **Itinerary**

| Time Frame  | Activity       | Notes  |
|-------------|----------------|--|
| 6:30 - 7:00 | guest arrival  | DJ background mix of holiday and non-holiday |
| 7 - 10      | Dueling Pianos | Short break                                  |

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### **Dinner Seating**

I would like to doors open at 6:30pm with music playing and entertainment (pianos) start at 7pm appetizers/snacks will be on each table for guests to enjoy. After the pianos finish (9ish) I would like music to play until last call at 9:45.

NOTE: This is also the club's 25th anniversary - please acknowledge. Someone MAY come up and give a quick speech - ask about that day-of. They also may recognize some longer-term employees. Laura will advise day-of

### **Announcements**

Make last call announcement at 9:45

### **Explicit Lyrics:**

It is all adults so I think anything is really ok. They can use their judgment if it's something super crazy but other than that some cuss words aren't going to bother anyone.

### **Songs To Avoid:**

Songs listed above, avoid cheesy line dance type songs.

### **Tipping:**

Yes

### **Alcohol/Bar**

Type: Cash

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## Miscellaneous Information

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### **Wireless**

#### **Details:**

**Please Provide The Name Of The Connection And Password**

**Wireless Name**

**Password**

The Venue

Venue1201

### **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 pants or designer denims with a button-up or collared shirt; no ties.)

**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**

**FELIX AND FINGERS**  
DUELING PIANOS

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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 venue manager
- 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](#)