

# Stenstrom Companies Holiday Party/Company Corporate Event General Information

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## **Performers**

- Casey Cross - caseyrcross@gmail.com - 4058856529 (Piano)
- Katrina Nilsen - katrinanilsenmusic@gmail.com - 9792290892 (Piano)

## **Entire Event Day Time Frame**

01/11/2025 - 05:30 pm - 11:00 pm CST

## **Location**

Embassy Suites by Hilton  
416 S Main Street  
Rockford, Illinois 61101

## **Contact Person(s)**

Hannah Saunders  
(815) 298-1054  
angela@rstenstrom.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:**

300

## **Contacts**

### **Venue Manager:**

Ashley Vidal

(779) 208-6265  
avidal@esrockford.com  
<http://www.esrockford.com>

### **Holiday Party Committee**

Angela Coleman  
(815) 871-1883  
Angela@Rstenstrom.com

## **Upgrades**

- Mini-shells

## **Files**

- [Stenstrom-Holiday-Party-10\\_Table-2.pdf](#)



# Stenstrom Companies Holiday Party/Company Corporate Event General Timeline

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## **Itinerary**

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
5:00-6:30	Cocktail Reception	Background music (start a little early)
6:15	find seat announcements	Approx. 15 minutes
6:25	party game	
6:30	Dinner Served	
7:15	Service Awards	
7:45	Prizes & Raffle	
8:00	Dueling Pianos	
11:00	End of Party	

## **Dinner Seating**

The players are able to eat at 6:30 when dinner is served. They are welcome to sit at any open table.

## **Announcements**

Can you please announce seating for dinner at or around 6:15pm?

## **Explicit Lyrics:**

Explicit lyrics are OK with us if OK with performers.

## **Tipping:**

Yes

## **Alcohol/Bar**

**Type:** Combination/Other

**Details:** Two drink tickets are provided to each guest and once they are used, the bar becomes cash for purchase. Two drink tickets for each player will be provided at the beginning of the evening.

# Stenstrom Companies Holiday Party/Company Corporate Event Miscellaneous Information

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## **People To Include In Show**

We don't know what this means, but Todd Isaacs would be a great volunteer to join the show.

## **Wireless**

### **Details:**

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

	<b>Wireless Name</b>		<b>Password</b>
TBD		TBD	

## **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

## **Departure And Load-Out**

**We must be packed up and out of the venue by 12:00 am**



FELIX AND FINGERS  
DUELING PIANOS

# Stenstrom Companies Holiday Party/Company Corporate Event 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 genres/tunes to avoid
- 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](#)