

# Ardmore Regional Surgery Center Corporate Event

## General Information

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### **Performers**

- Louie Juarez - drms\_inc@hotmail.com - 512-775-0755 (Piano)

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

12/14/2024 - 06:30 pm - 10:00 pm CST

### **Location**

Chickasaw Lake Club  
2425 Chickasaw Lake Rd  
Ardmore, Oklahoma 73401-9702

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

Jessica Partain  
(580) 224-0007  
jessica.partain@ardmoreasc.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 04:30 pm

**Please Note:** It is in a gated area. I can let the grounds keeper know when to expect somebody so the gate can be opened.

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

Roughly 70

### **Contacts**

#### **Venue Manager:**

Athol Ross

(580) 319-2548

### **Upgrades**

- Mini-shells

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## General Timeline

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### **Itinerary**

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
6:30-7:00	Hors D'Oeuvres	Christmas music upon arrival Playlist Background
7:00 - 7:05	Welcome Speech- Wireless Mic	Administrator welcome speech
7:00-8:00	Dinner	Christmas music in Background playlist
After Dinner	Raffel Drawings	We have a few prize drawings to do
After Raffle- End of night	Dueling Pianos	

### **Dinner Seating**

If they would like to eat while we're eating that would be totally fine. There is a back kitchen that they could eat in if they would like.

### **Explicit Lyrics:**

If someone requests a song just do your best.

### **Songs To Avoid:**

Hokey Pokey, Chicken Dance, Music with vulgar/violent lyrics, Rap

### **Tipping:**

Yes

### **Alcohol/Bar**

**Type:** Open

**Additional Information:** There will probably be requests for 70s/80s music up until current.

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## Miscellaneous Information

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### **Wireless**

#### **Details:**

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

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

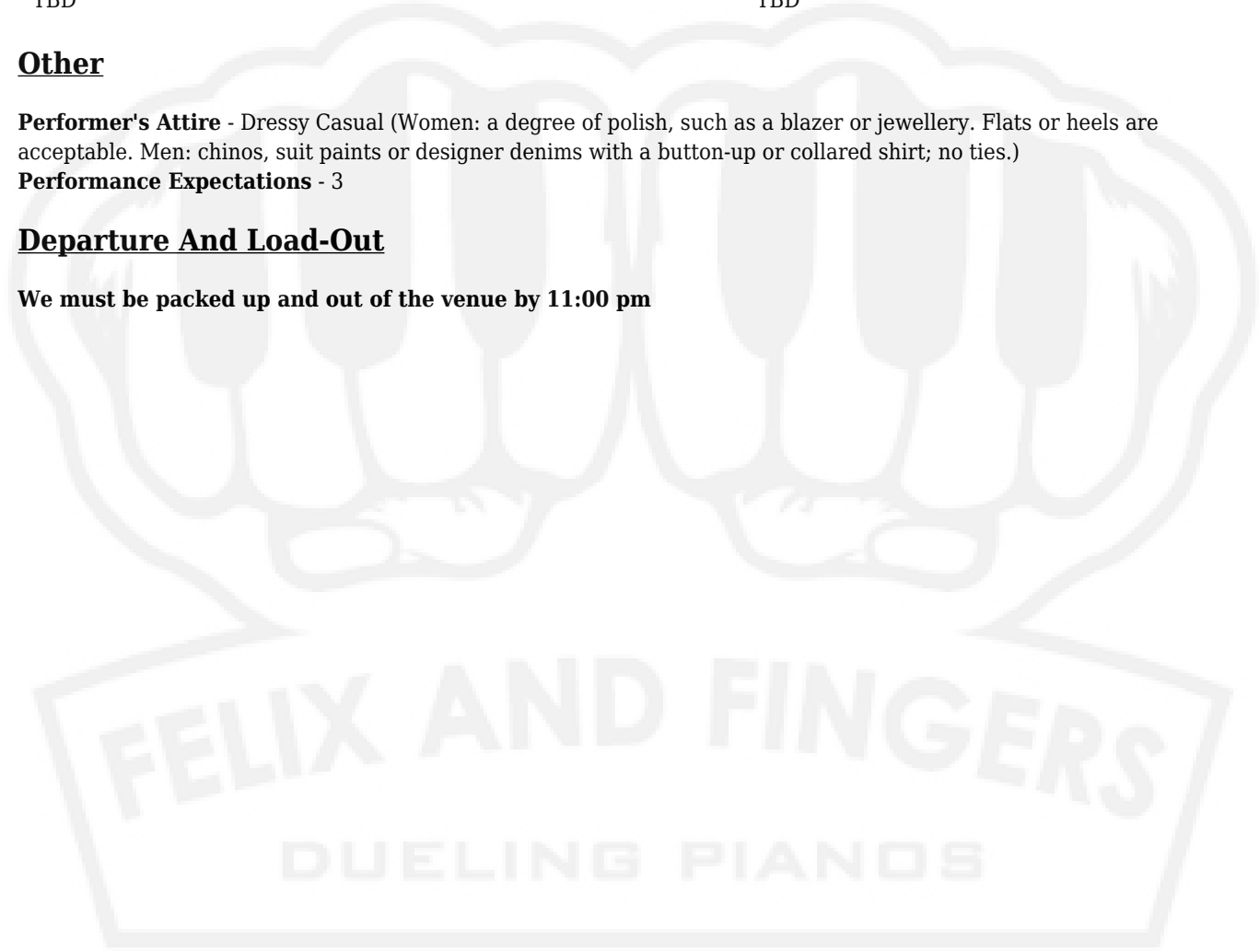
### **Other**

**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 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 announcements
- 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](#)