

29th Annual Emerald Evening: "A Grand Gala"

Fundraising Event

General Information

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

Performers

- Eric Ronquillo - eric@felixandfingers.com - 7147918485 (Piano)
- John Weston - jcwesto@gmail.com - 949-292-1816 (Piano)

Entire Event Day Time Frame

02/01/2025 - 06:00 pm - 10:30 pm CST

Location

Royal Fox Country Club
4405 Royal and Ancient Dr
St. Charles, Illinois 60174-8726

Contact Person(s)

Liz Georgakis
(630) 253-3330
emeraldevening@stpatrickparish.org

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:

200

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General Timeline

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Itinerary

Time Frame	Activity	Notes
6:00 PM-7:00 PM	Cocktails/Hors D'Oeuvres	We will be having a selfie station during event.
7pm	find seats	make announcement then Liz speaks at 715 to welcome
7:30 PM	Blessing	Monsignor Deutsche
7:35 PM - 8:30 PM	Dinner	Plated (raffle drawing right before the dueling)
8:30 PM - 10:30 PM	Dueling Pianos	Times may vary
10 PM	Silent Auction Closes	
10:30 PM	Event ends	

Dinner Seating

We will have a seats available in the dining hall for the performers.

Announcements

We will not have a DJ or MC, so if one of the pianists can make simple, brief announcements, that would be great!

Make announcements as silent auction nears its close, 30 minutes, 15 minute warning etc.

During cocktail hour remind people about green jackets. If you pin money to them you get to pick a prize. Check in with Liz to clarify this.

Explicit Lyrics:

Please try to keep it as clean as possible. This is a fundraiser for a Catholic Grade School. Thank you!

Tipping:

Yes, for charity
funds for the a school

Alcohol/Bar

Type: Open

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Miscellaneous Information

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People To Include In Show

The Priests, Monsingor and maybe any teachers that attend.

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 - 3

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

Departure And Load-Out

We must be packed up and out of the venue by 11:30 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 venue manager
- 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](#)