

# Core 3/Equal optics Holiday Party Corporate Event

## General Information

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### **Performers**

- Leana Courtney - layonapillow@gmail.com - 602-748-5219 (Piano)
- Shawn Grindle - shawn@felixandfingers.com - 412-860-0544 (Piano)

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

12/06/2024 - 06:00 pm - 10:30 pm PST

### **Location**

Balboa Bay Resort  
1221 West Coast Hwy  
Newport Beach, California 92663-5092

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

Chris Bergen  
(201) 841-5684  
chris@core3tech.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

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

50

### **Contacts**

**Venue Manager:**  
Stephanie Veziris

(949) 630-4312  
sveziris@balboabayclub.com

### **Upgrades**

- Mini-shells

# Core 3/Equal optics Holiday Party Corporate Event General Timeline

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## **Itinerary**

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
6:30	Guests Arrive	
6:30-7:15 ish	Cocktails	Background Playlist
7:15 ish	Speech by Chris Bergen	
7:30-10:00	Dueling Pianos	
10:00-end of night	Background Playlist	

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## **Dinner Seating**

Dinner and food will be provided all night outside buffet style. Feel free to eat whenever

## **Explicit Lyrics:**

Keep it clean/use best judgement

## **Songs To Avoid:**

No line dances

Shawn, take a look at Chris' Birthday gig August 10th. He's got a list of songs on there

## **Tipping:**

No

## **Alcohol/Bar**

**Type:** Open

# **Core 3/Equal optics Holiday Party Corporate Event 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	

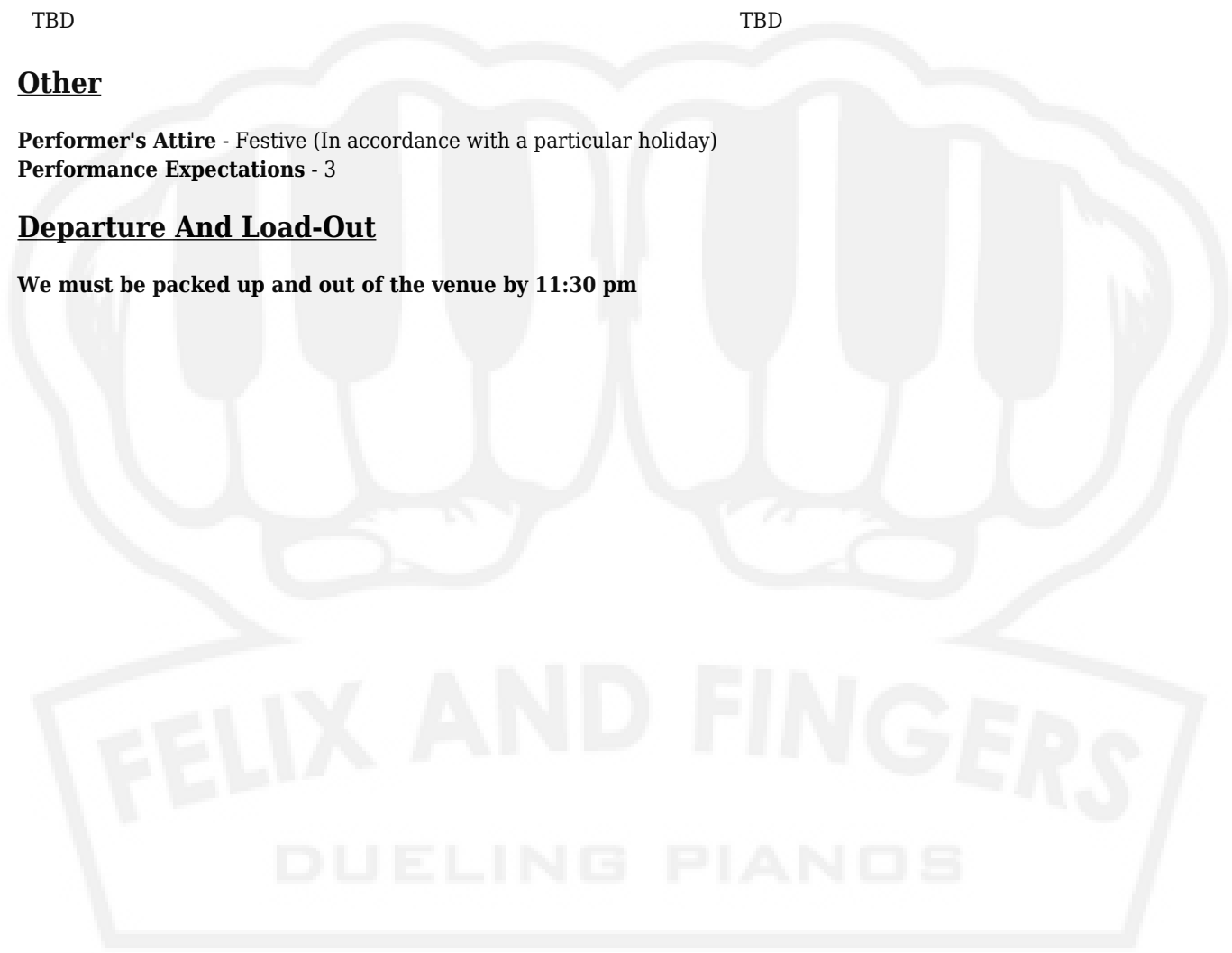
## **Other**

**Performer's Attire** - Festive (In accordance with a particular holiday)

**Performance Expectations** - 3

## **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 special announcements
- No must-play songs
- 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](#)