

# A Night With The Starz: Astra Zeneca Employee Holiday Party Corporate Event

## General Information

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### **Performers**

- Jordan Peterson - petersonjm2@gmail.com - 4023406887 (Piano)
- Nate Rodriguez - nate@felixandfingers.com - 4079886015 (Piano)
- Jesse Shultzaberger - Jebdrums@gmail.com - 3047021821 (Drummer)

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

12/11/2024 - 06:00 pm - 10:00 pm EST

### **Location**

Marriott Washingtonian  
9751 Washingtonian Blvd  
Gaithersburg, Maryland 20878-5359

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

Maritza Falcon  
(301) 276-1458  
maritza.falcon@astrazeneca.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

**Please Note:** Connect with The Washingtonian

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

800

### **Contacts**

#### **Event Planner:**

Kelsey Foley  
RGI Events  
(443) 306-4123  
kelsey@rgievents.com

#### **Venue Manager:**

Katherine Clark  
  
(301) 212-6152  
Katherine.Clark@marriott.com

**Chief Operating Officer**

Sidoney Samuels

(240) 888-5759

Sidoney.Samuels-buckridge@astrazeneca.com

**Upgrades**

- Mini-shells
- Additional Musicians



# A Night With The Starz: Astra Zeneca Employee Holiday Party Corporate Event General Timeline

## **Itinerary**

Time Frame	Activity	Notes
4:00 PM	Pianos Load In	
4:30 PM	Drummer Load In	
6:00 PM	Event Start   Cocktails & Dinner	F&F DJed BGM: Mo-town/Pop Playlist   SEE ANNOUNCEMENTS
6:25 PM	Performers Meal Time	
7:00 PM	Dueling Pianos Start	SEE ANNOUNCEMENTS
7:45 PM	Welcome Remarks & Raffle 1: Sidoney Samuels	Est: 15 mins   WIRELESS NEEDED
8:45 PM	Raffle 2	Est: 15 mins
9:45 PM	Dueling Pianos End   Last Call	DJed Late Night Dance Party to End
10:00 PM	Event End	F&F Load Out Start
11:00 PM	Load Out Complete	F&F off-site

## **Dinner Seating**

Stations should be open at event start, players should get meals alongside guests, as early as possible, no later than 6:25 PM, in order to be prepared for all tasks throughout event.

## **Announcements**

RAFFLE ANNOUNCEMENTS:

6:20 PM - "Be sure to scan QR code for raffle and check out the Lakeside Ballroom for more food and activities."

(DURING DUELING PIANOS)

8:00 PM "Last call for raffle entries. Be sure to scan QR code to enter and check out the Lakeside Ballroom for more food and activities."

## **Explicit Lyrics:**

Normal PG-13 Show (use discretion)

## **Songs To Avoid:**

Please avoid any religious holiday music.

## **Tipping:**

No

## **Alcohol/Bar**

**Type:** Open

**Additional Information:** Speech timeframe is subject to change or may be canceled. Communicate with Kelsey day-of.



# **A Night With The Starz: Astra Zeneca Employee Holiday Party Corporate Event Miscellaneous Information**

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## **Wireless**

### **Details:**

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

**Wireless Name**

**Password**

TBD - Ask Katie or Kelsey

TBD - Ask Katie or Kelsey

## **Other**

**Performer's Attire** - Cocktail (Women: an above-the-knee hem is appropriate, or an evening pantsuit. Men: suit, tie optional.)

**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**

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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 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](#)