# MPW Holiday Party Corporate Event General Information

### **Performers**

- Eben Seaman achicachic52@yahoo.com 3195941478 (Piano)
- Jake Ashey jake@felixandfingers.com 7034637586 (Piano)

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

02/01/2025 - 06:00 pm - 11:00 pm CST

### Location

The Merrill Hotel 1119 W Mississippi Dr Muscatine, Iowa 52761

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

Jessica Rexroth (563) 260-4106 jessica.rexroth@mpw.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

Please Note: There is an elevator to the top floor which is where the ballroom is located.

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

230

### **Contacts**

#### **Venue Manager:**

Tammy Bell

(563) 770-7033 tammy.bell@marriott.com https://www.themerrill.com/

### **Upgrades**

Mini-shells

# MPW Holiday Party Corporate Event General Timeline

### **Itinerary**

Time Frame	Activity	Notes
6:00 - 7:00 pm	Social Hour w/ DJ Service	mix of hits playlists
7:00 - 7:10	General Manager Speech	will use our wireless
7:10 - 8:00 pm	Dinner w/ DJ Service	
8:00 - 10:30 pm	Dueling Pianos	
10:30 - 11:00 pm	Last Call w/ DJ Service	

### **Dinner Seating**

The players can enjoy a meal from the buffet alongside the guest attendees.

### **Announcements**

We might need yout to release the tables for dinner

### **Explicit Lyrics:**

Please refrain from using explicit words.

### **Songs To Avoid:**

Anything with explicit content.

### **Tipping:**

Yes

### Alcohol/Bar

Type: Combination/Other

Details: Free kegs, pop, tea and water. Cash bar for all other items.

# **MPW Holiday Party Corporate Event**

### **Miscellaneous Information**

### **People To Include In Show**

Not that I am aware of but could change as the night goes on.

#### **Wireless**

**Details:** 

Please Provide The Name Of The Connection And Password Wireless Name

**Password** 

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 paints 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

## **MPW Holiday Party Corporate Event Gear Check And No-List**

### **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) Below is the order of contact to follow:
- · 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 children
- No sound ordinances
- No shuttle

### **Emergency Contacts**

#### 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