

# Blaine Halvorson Memorial- fundraiser Fundraising Event

## General Information

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

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### **Performers**

- Alyssa Jones - [alyssa@felixandfingers.com](mailto:alyssa@felixandfingers.com) - 682-225-7693 (Piano)
- Maxwell Ward - [maxwellemmettward@gmail.com](mailto:maxwellemmettward@gmail.com) - 6513284909 (Piano)

### **IMPORTANT: Food Allergy Information**

- Alyssa Jones has the following food allergies: Gluten

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

01/18/2025 - 07:00 pm - 11:00 pm CST

### **Location**

VFW Post Rochester MN  
2775 43rd St NW  
Rochester, Minnesota 55901-6894

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

Roberta Pogalz  
(507) 259-3605  
[blainehalvorsonmemorial@gmail.com](mailto:blainehalvorsonmemorial@gmail.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 05:00 pm

**Please Note:** Side doors go right into the event room. Go in first and we can decide which door.

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

150

### **Contacts**

**Venue Manager:**  
Melanie

[melanievfw1215@gmail.com](mailto:melanievfw1215@gmail.com)



# Blaine Halvorson Memorial- fundraiser Fundraising Event General Timeline

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## Itinerary

Time Frame	Activity	Notes
7:00	our org, will make couple announcements	have a mic ready
7:15	Make annoucement that we will DJ at 7:30	
7:30	Dueling Pianos Start	Feel out when to switch DJ/Dueling Pianos/ Breaks
11:00	Event Ends	

## Explicit Lyrics:

we are good with whatever if played-there will be no minors there and we are a super fun group!!

## Tipping:

Yes, for charity  
Give to Roberta or Melissa

## Alcohol/Bar

Type: Cash

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## Miscellaneous Information

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### People To Include In Show

Jerry halvorson-he is the father of blaine-who our org is named after, blaine was a Marine who was killed at the age of 27 in 2021. jerry is super funny and great sense of humor

Jerry & John are friends

### Wireless

#### **Details:**

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

**Wireless Name**

**Password**

TBD

### Other

**Performer's Attire** - Casual (Blue jeans and a t-shirt would be acceptable.)

**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 12:30 am**

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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 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](#)