

Play It Forward / Boys & Girls Club of Lancaster Fundraising Event General Information

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

Performers

- Kathleen Butler-Duplessis - kathleen@felixandfingers.com - 6142044338 (Piano)
- Nate Rodriguez - nate@felixandfingers.com - 4079886015 (Piano)

Entire Event Day Time Frame

04/04/2025 - 06:00 pm - 09:00 pm EST

Location

Trust46
46 W King St
Lancaster, Pennsylvania 17602

Contact Person(s)

Erin Elliott
(717) 799-5956
eelliott@bgclanc.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: I'm not sure what the process will be from 1-3 p.m. so if you need access during that time, let me know and I will get those instructions. My team will be there from 3:00 until the start of the event, so contact me, Erin Elliott for access if the door is locked. Cell is 717-799-5956

Parking spot reserved for you - building is on the corner of e king and duke, parking spots are on duke

Expected number of guests:

200-250

Contacts

Venue Manager:

Jara Potts

(717) 392-1771
jara@ecklinevents.com
<https://ecklinevents.com/trust46>

Cracked Pepper Co-Owner

Joe Hess

(717) 682-2504

joe@crackedpepperlancaster.com

Upgrades

- Mini-shells



Play It Forward / Boys & Girls Club of Lancaster Fundraising Event General Timeline

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Itinerary

Time Frame	Activity	Notes
6-7	Dinner & Drinks	DJ Michael buble/etc
7-7:15	Welcome, Remarks - Club CEO Karen Schloer	Will need use of microphone
7:15	Begin entertainment	

Dinner Seating

We will defer to the musicians preference. They are welcome to eat at the same time as guests, as performance will be after dinner. There will be seating in the venue provided for them.

Explicit Lyrics:

While it doesn't have to be squeaky clean, excessive offensive language would not be appropriate for this crowd. No use of the N-word.

Tipping:

Yes

Alcohol/Bar

Type: Combination/Other

Details: Cash bar. Those who purchased tables will receive two bottles of wine with their purchase.

VIP Branding Wrap

Players, please find the simple instructions on how to apply the wrap here: <https://youtu.be/OYODK8s37gs>

Play It Forward / Boys & Girls Club of Lancaster Fundraising Event Miscellaneous Information

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People To Include In Show

It's the Club CEO's Birthday!!! Karen Schloer (pronounced Sh-lair - rhymes with hair and air).
I'd love to have the event committee recognized too.

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

TBD

TBD

Other

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

Performance Expectations - 2

A lot of dueling piano banter and comedy. A little focus on dancing.

[How to play a Felix and Fingers Fundraiser](#)

Departure And Load-Out

We must be packed up and out of the venue by 10:00 pm

Play It Forward / Boys & Girls Club of Lancaster Fundraising Event 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](#)