

Annual Company outing Corporate Event

General Information

Performers

- Hysien Govan - Hysaang@gmail.com - 3177665993 (Piano)
- Jake Ashley - jake@felixandfingers.com - 7034637586 (Piano)

Entire Event Day Time Frame

03/01/2025 - 05:00 pm - 10:00 pm CST

Location

Hilton Garden Inn Iowa City Downtown University
328 S Clinton St
Iowa City, Iowa 52240-4025

Contact Person(s)

Jennifer Barklow
(815) 369-4529
jbarklow@stephensonfs.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 03:00 pm

Expected number of guests:

135

Contacts

Venue Manager:

Paul Richey

(319) 519-0600

prichey@kineth.com

<https://www.hilton.com/en/hotels/iowdogi-hilton-garden-inn-iowa-city-downtown-university/>

Upgrades

- Mini-shells

Annual Company outing Corporate Event

General Timeline

Itinerary

Time Frame	Activity	Notes
5-6	Cocktails	DJ Yacht Rock
6-7	service awards/ video Presentation	They will need our sound system
7-8	Dinner	Dj Yacht Rock
8-10	Dueling Pianos	Can be shorter time frame, couldn't remember how long you play for

Dinner Seating

Will have a buffet, so the players can eat when we do.

Explicit Lyrics:

Our group will be fine with explicit lyrics and you should except requests will be made with those.

Tipping:

Yes

Alcohol/Bar

Type: Combination/Other

Details: We usually give everyone some drink tickets that company pays for and then after that will be cash bar

Annual Company outing Corporate Event

Miscellaneous Information

People To Include In Show

Yes I think you will get volunteers to come up on stage

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 - 1

[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 am

Annual Company outing 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)
- 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 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](#)