

St. James Home & School Committee Fundraising Event

General Information

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

Performers

- Alyssa Jones - alyssa@felixandfingers.com - 682-225-7693 (Piano)
- Maxwell Ward - maxwellemmettward@gmail.com - 6513284909 (Piano)
- Forrest Heusinkveld - forrestheusinkveld@gmail.com - 319-430-8311 (Drummer)

IMPORTANT: Food Allergy Information

- Alyssa Jones has the following food allergies: Gluten

Entire Event Day Time Frame

03/08/2025 - 06:00 pm - 10:00 pm CST

Location

KC Hall Washington IA
606 W 3rd St
Washington, Iowa 52353-1901

Contact Person(s)

Kim Farrell
(319) 461-3010
kfarrell@sjknights.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 are doors on the back side of the building that will lead right to stage. Building is a square with a parking lot around it so should be easy!

Expected number of guests:

250

Contacts

Venue Manager:
John Marek

(319) 461-8815

Upgrades

- Mini-shells
- Additional Musicians



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General Timeline

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Itinerary

Time Frame	Activity	Notes
6:00 - 7:00	Cocktail Hour with Music	DJ Background Music- start getting song requests
6:00	Silent Auction & 50/50 Raffle Fundraiser	We will draw the winner at 9:00 pm during the performance if possible.
7:00	Dinner Buffet Served	Dinner music
7:30	Dueling Pianos	
9:00	Announcement about 50/50 Raffle	
9:30	Dueling Pianos Ends	Start DJing Music
10:00	Event Ends	

Dinner Seating

The players will be among the first to go through the food line and they will be seated at a VIP table to eat their meal. Drinks of their choice from the selection we have will be provided for them. As well as bottles of water throughout the evening. Kim will check about gluten free options!

Announcements

Thank sponsors

at 8:45 pm - Announce the silent auction will be closing in 15 minutes

at 9:00 pm - Draw the winner of the 50/50 raffle winner

Explicit Lyrics:

As a Catholic school/church organization we prefer to keep it clean but at the very least substitute a word. Content (i.e. Baby got Back is fine)

Tipping:

Yes, for charity

St. James Home & School Association- Hand to Kim Farrell

Alcohol/Bar

Type: Cash

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Miscellaneous Information

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

People To Include In Show

Yes, asking at the event for volunteers would be best.

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

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 pants or designer denims with a button-up or collared shirt; no ties.)

Performance Expectations - 2

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

[Please be sure to review the Fundraising Performer Guide!](#)

Departure And Load-Out

We must be packed up and out of the venue by 12:00 am

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Gear Check And No-List

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

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 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](#)