

RTM Summit 2025 Corporate Event

General Information

Performers

- Kathleen Butler-Duplessis - kathleen@felixandfingers.com - 6142044338 (Piano)
- Zach Goodman - zachgoodmusic@gmail.com - 516-492-6004 (Piano)

Entire Event Day Time Frame

02/26/2025 - 06:00 pm - 10:00 pm EST

Location

Hyatt Regency Boston Cambridge
575 Memorial Dr
Cambridge, Massachusetts 02139-4896

Contact Person(s)

Sarah Ferrara
(518) 322-2733
sarah.ferrara1@ge.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 04:00 pm

Please Note: Please contact Sarah or Brenda regarding load-in instructions.

Expected number of guests:

72

Contacts

Venue Manager:

Brenda Valentine

(617) 441-6435
brenda.valentine@hyatt.com
<http://hyattregencybostoncambridge.com>

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General Timeline

Itinerary

Time Frame	Activity	Notes
6:00	Bar Opens - Appetizers	Announcements will be made during this time - he will have his own microphone. Have background DJ music playing during apps.
6:30-9:30	Dueling Pianos	Take a 30 minute break. Musicians can have dinner during the break

Dinner Seating

The performers can eat during a their break. I will have Brenda with the Hyatt secure a private space for them.

Explicit Lyrics:

Please avoid explicit lyrics. The clientele is Aerospace high-level managers and research scientists. Very conservative but fun.

Songs To Avoid:

Please avoid rap and hip-hop. Anything with foul language.

Tipping:

Yes

Alcohol/Bar

Type: Open

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Miscellaneous Information

Wireless

Details:

Please Provide The Name Of The Connection And Password

	Wireless Name		Password
TBD		TBD	

Other

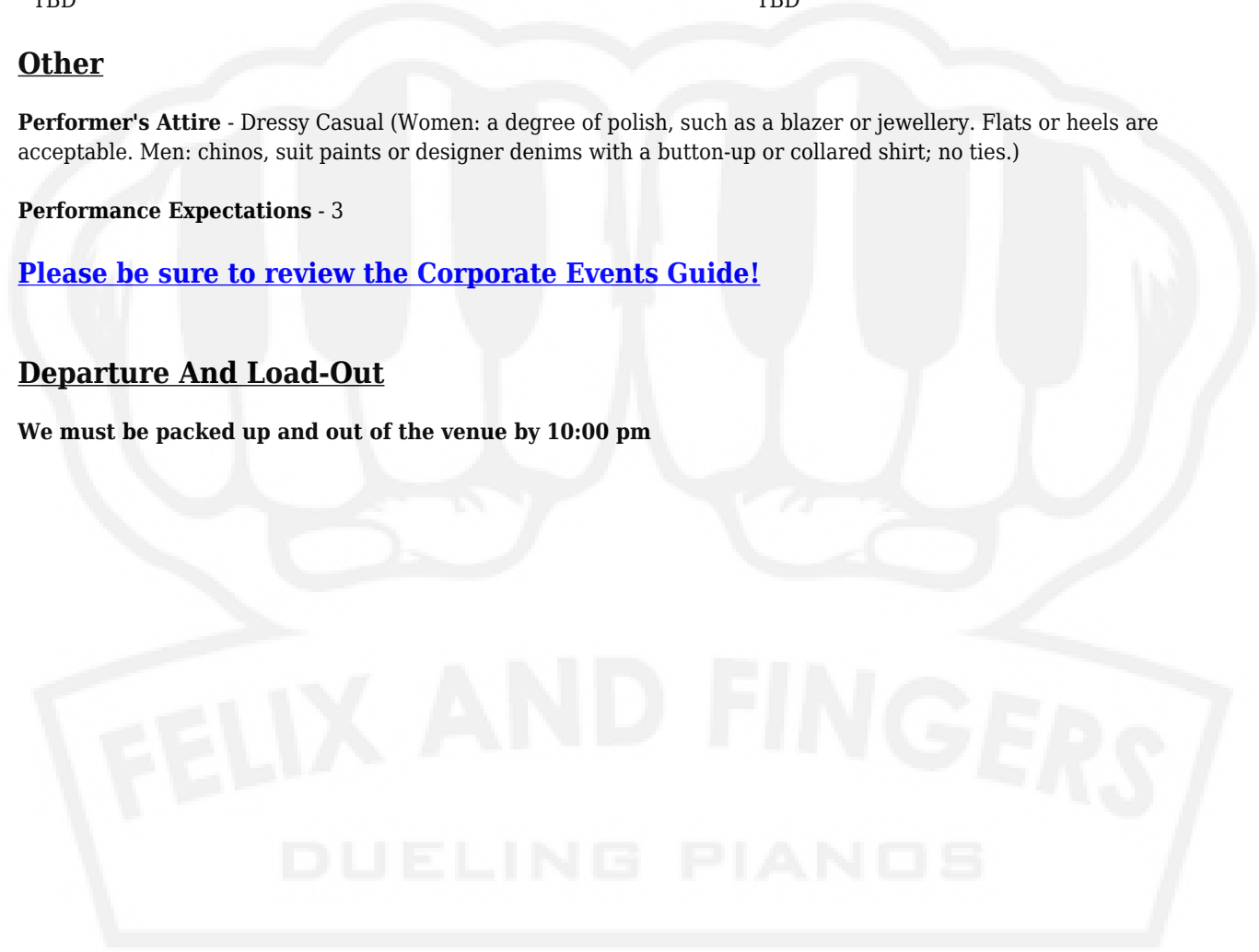
Performer's Attire - Dressy Casual (Women: a degree of polish, such as a blazer or jewellery. Flats or heels are acceptable. Men: chinos, suit pants or designer denims with a button-up or collared shirt; no ties.)

Performance Expectations - 3

[Please be sure to review the Corporate Events Guide!](#)

Departure And Load-Out

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



FELIX AND FINGERS
DUELING PIANOS

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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 announcements
- 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](#)