

# **The Leukemia & Lymphoma Society Student Visionaries of the Year Grand Finale Fundraising Event**

## **General Information**

**(Do NOT ask for any tips during this fundraising event!)**

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### **Performers**

- Eric Ronquillo - eric@felixandfingers.com - 7147918485 (Piano)
- Hysien Govan - Hysaang@gmail.com - 3177665993 (Piano)

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

03/07/2025 - 05:00 pm - 10:00 pm EST

### **Location**

Biltwell Event Center  
950 S White River Pkwy Dr W  
Indianapolis, Indiana 46221-1373

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

Annabeth Stem  
(808) 351-8402  
annabeth.stem@lls.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 03:00 pm

**Please Note:** Load in the front door (right hand door) will lead directly to the space, then proceed around the side to the parking lot

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

650

### **Contacts**

**Venue Manager:**  
Corbin

(317) 916-6000  
venue@biltwellevntcenter.com  
<https://www.biltwellevntcenter.com/>

## **Upgrades**

- Mini-shells

## **Files**

- [Indianapolis-SV-Layout-Maiah-Edits.pdf](#)
- [Indianapolis-SV-Layout-Maiah-Edits1.pdf](#)



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## **General Timeline**

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### **Itinerary**

<b>Time Frame</b>	<b>Activity</b>	<b>Notes</b>
5pm - 7:30 pm	Food, drinks, activities	Downstairs - need DJ'ed music for this time
7:30 pm	Program	Upstairs - quiet time
8:15/8:30 pm-10:00pm	Dueling Pianos	Downstairs

### **Dinner Seating**

Food will be served at stations. Players can eat during the cocktail hour (DJ music time)

### **Announcements**

Approx 7:15 and 7:30 - remind/direct folks to head upstairs at 7:30 for the program

### **Explicit Lyrics:**

High school-focused event, please keep it family-friendly, no explicit or suggestive lyrics

### **Tipping:**

No

### **Alcohol/Bar**

**Type:** Open

**Additional Information:** Please send an extra XLR out from our mains into the venue sound system, there will be personnel available to assist.

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## **Miscellaneous Information**

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### **Children**

**Approximate Number Of Children:** There will be about 300 teens and a handful of younger kids

**General Age Range:** 10 - 18

### **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** - 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 11:00 pm**

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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 genres/tunes to avoid
- No must-play songs
- No tipping allowed
- 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](#)