

# Orange Gala/National Kidney Foundation Fundraising Event General Information

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

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## **Performers**

- Alyssa Jones - alyssa@felixandfingers.com - 682-225-7693 (Piano)
- Maxwell Ward - maxwellemmettward@gmail.com - 6513284909 (Piano)

## **IMPORTANT: Food Allergy Information**

- Alyssa Jones has the following food allergies: Gluten

## **Entire Event Day Time Frame**

04/11/2025 - 05:00 pm - 10:00 pm CST

## **Location**

Metropolitan Ballroom & Clubroom  
5418 Wayzata Blvd  
Golden Valley, Minnesota 55416

## **Contact Person(s)**

Jeanine Zidon  
(612) 801-0729  
jeanine.zidon@kidney.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

## **Expected number of guests:**

250

## **Contacts**

### **Photographer:**

Abbigail Worlow  
Abbigail Worlow  
(612) 801-0729  
jeanine.zidon@kidney.org

**Venue Manager:**

Patrick Fitzgerald

(612) 238-4444

[pfitzgerald@damico.com](mailto:pfitzgerald@damico.com)

**Auctioneer**

Kate Pearce

(612) 703-3674

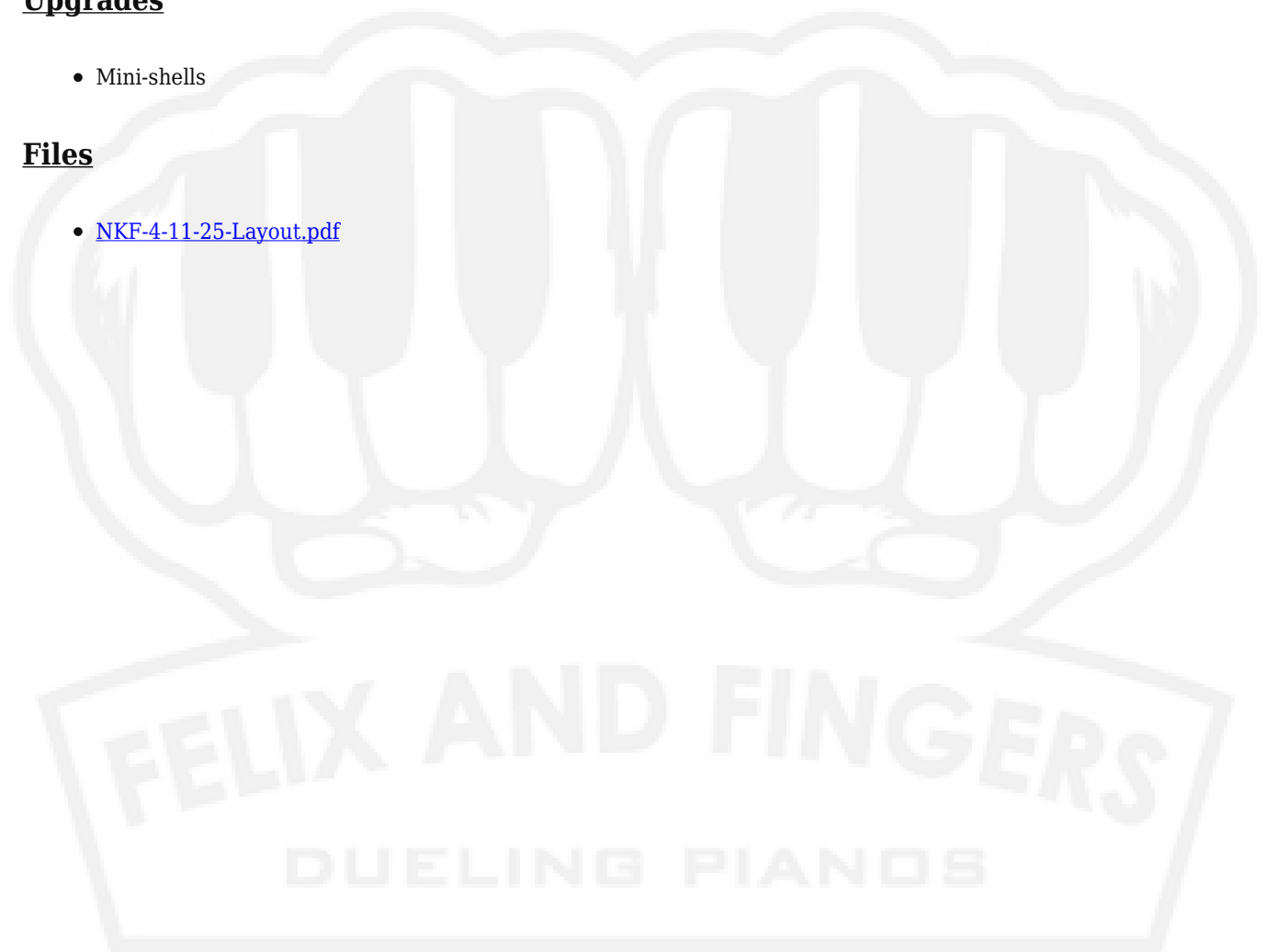
[kate@fladeboeadvancement.com](mailto:kate@fladeboeadvancement.com)

**Upgrades**

- Mini-shells

**Files**

- [NKF-4-11-25-Layout.pdf](#)



# Orange Gala/National Kidney Foundation Fundraising Event General Timeline

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## Itinerary

Time Frame	Activity	Notes
5:00	VIP Reception	We will be with 1 speaker & 1 keyboard in the VIP area
6:00	General Admission	DJ Background music
7:00	Ask guest to be seated for dinner	Venue will start clearing people- we will MC
7:15 ish	Heads or Tails game	Make announcement for heads & tails & Sidney the Kidney & Andy- DJ Rocky theme song
7:30	Dinner is served	
7:45	Program begins/ Fund a Need/ Live Auction	Video, Jason & Jackie Speech > Fund a Need > Auction- We will read auction items
8:40	Diamond Earring Drawing	Jason and Jackie will say goodnight- Be ready to play Pink Pony Club
8:45	Dueling Pianos Starts right after drawing	
10:00	Event Ends	end show when it feels right for the room

## Dinner Seating

There is a volunteer/host room available. They will bring meals to the volunteer room. Everything is gluten free.

## Announcements

See above and walkthrough that Jean will send over. Auction item descriptions will be sent as well. Less emphasis on tipping, but some.

## Explicit Lyrics:

Just use your best judgement. This is typically a fun crowd :) Maybe muffle the really bad words?

## Tipping:

Yes

## Alcohol/Bar

**Type:** Combination/Other

**Details:** VIP - open

General - Cash

Complimentary Drink provided by Tito's

## **VIP Branding Wrap**

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

**Additional Information:** Andy will arrive around 5:30.



# Orange Gala/National Kidney Foundation Fundraising Event Miscellaneous Information

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## **People To Include In Show**

We are featuring a kidney patient who is 5 years old - Coyle Bauer.

One of our previously board members, Dr Paul Olson, is in a brass ensemble band and LOVES to sing. He sang Bear Necessities last year!

## **Children**

**Approximate Number Of Children:** 1

**General Age Range:** 5

## **Wireless**

**Details:**

**Please Provide The Name Of The Connection And Password**

**Wireless Name**

**Password**

TBD

TBD

## **Other**

**Performer's Attire** - Festive (In accordance with a particular holiday)

This is a gala that ranges from a tux/ballgown to business casual. Please be comfortable! Their color is orange.

**Performance Expectations** - 1

**[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

# Orange Gala/National Kidney Foundation 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 load-in instructions
- No genres/tunes to avoid
- No must-play songs
- 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](#)