

# Del Sur Educational Foundation Fundraising Event

## General Information

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

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### **Performers**

- David Mahokey - david.mahokey@gmail.com - 724-317-1045 (Piano)
- Leana Courtney - layonapillow@gmail.com - 602-748-5219 (Piano)

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

05/20/2023 - 05:00 pm - 10:00 pm PST

### **Location**

Del Sur Ranch House  
15455 Paseo Del Sur  
San Diego, California 92127-4134

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

Meaghan Renee  
(518) 229-2800  
meaghan.renee.events@gmail.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:**

150

### **Contacts**

#### **Event Planner:**

Meaghan Renee  
Meaghan Renee Events  
(518) 229-2800  
meaghan.renee.events@gmail.com

#### **Independent Day-Of-Coordinator:**

Kendra Doten  
Meaghan Renee Events  
(619) 203-5603  
kendradoten@hotmail.com

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## General Timeline

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### Itinerary

Time Frame	Activity	Notes
5-6	Guests arrive/check-in/apps	DJ Background
6-6:30	Dinner Stations open	DJ
6:30-7:45	Dueling Pianos	Live show/ generate tips for fundraiser
7:45-8:45	Live Auction	David leads Auction/intros Principal
8:45-end of night (10)	Dueling Pianos	(9:30 Last Call for Alcohol)

### Explicit Lyrics:

Please keep it clean.

### Tipping:

Yes, for charity  
Del Sur Educational Foundation

### Alcohol/Bar

Type: Cash

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## Miscellaneous Information

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### **Wireless**

#### **Details:**

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

**Wireless Name**

**Password**

TBD

TBD

### **Other**

**Performer's Attire** - Formal (Women: formal gown. Men: suit with a tie.)

**Performance Expectations** - 3 - A mix of interaction with both traditional requests and dance songs.

This number represents a sliding scale between 0 and 5. 0 leans towards traditional bar show with lots of dueling piano banter and comedy. 5 represents a show with little talking and non-stop 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 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
- Mike Potts - (815) 245-3623 (text only)

### **The "No" List**

- No special load-in instructions
- No venue manager
- 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**

### **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](#)