

The Martinsburg Rotary Hope Gala Fundraising Event

General Information

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

Performers

- Adam Barbour - adam_barbour@yahoo.com - 5712989826 (Piano)
- Jordan Peterson - petersonjm2@gmail.com - 4023406887 (Piano)

Entire Event Day Time Frame

09/30/2023 - 06:00 pm - 10:00 pm EST

Location

Hilton Garden Inn
65 Priority Dr
Martinsburg, West Virginia 25403-1482

Contact Person(s)

Michelle Sadat
(304) 886-7619
mc@advocate-ins.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: Court, from food and beverage, is point of contact. Ask at front desk, we can load into ballroom from the side.

Expected number of guests:

150

Contacts

Photographer:

Jenny Decola
Jenny Lynn Photography
(304) 283-3712
info@jennyllynphotowv.com
<https://jennyllynphotowv.com/>

Venue Manager:

Mary Cay Hess

Upgrades

- Mini-shells



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General Timeline

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Itinerary

Time Frame	Activity	Notes
6pm	Appetizers/Cocktails	DJ'ed 80,90,2000's, modern
6:45pm	Buffet Starts	F&F to release tables
7:15pm	DUELING PIANOS #1	
8:30pm	Turn over to Michelle for live auction	HAVE WIRELESS READY
~8:45pm	DUELING PIANOS #2	
9:10pm	5 Minute warning, silent auction closing, 1 more song	F&F Announce end of silent auction, get bids in
9:15pm	Pens down, Intro Michelle for 50/50, raffle, and auction	F&F to help Michelle
9:20pm	DUELING PIANOS #3	
10pm	Load out	

Announcements

F&F to release tables, 2 buffet lines

Mention sponsors -sheet will be provided

Mention Martinsburg Rotary club all proceeds go directly to benefit Martinsburg Rotary Club

Silent auction ends at 9:15

Explicit Lyrics:

PG-13

Must Play Songs:

Country Roads - by John Denver (LAST SONG)

WVU - by Fight Song ()

Shepherd University - by Fight Song ()

Marshall - by Fight Song ()

Pitt - by Fight Song ()

JMU - by Fight Song ()

Ohio - by Fight Songs ()

Texas Longhorns - by Fight Songs ()

Tipping:

Yes, for charity
Rotary Club of Martinsburg

Alcohol/Bar

Type: Combination/Other

Details: First hour open bar after that cash bar

Additional Information: Definitely include some song battles and fight song battles.



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Miscellaneous Information

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People To Include In Show

Michelle Sadat- president of club would like a few minutes to talk about the club and the fundraiser

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

Additional Information: country roads will be a must play (LAST SONG)

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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 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](#)