

# 2023 Indy Gaylor Electric Christmas Party Corporate Event

## General Information

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### **Performers**

- Katrina Nilsen - katrinanilsenmusic@gmail.com - 9792290892 (Piano)
- Michael Sherman - msherman@felixandfingers.com - 5135181471 (Piano)
- Joey Zymonas - joey.zymonas@gmail.com - 8154744940 (Drummer)

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

12/09/2023 - 06:00 pm - 11:00 pm EST

### **Location**

Renaissance Indianapolis North Hotel  
11925 N Meridian St  
Carmel, Indiana 46032

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

Annie Davis  
(317) 518-6416  
adavis@gaylor.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 coordinate with the hotel staff, thanks!

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

500

### **Contacts**

#### **Photographer:**

Fred and Lori Koppold  
Tenth Street Photography  
(317) 750-1402  
lori@tenthstreetphotography.com

#### **Videographer:**

Ben Reiff  
Gaylor Electric  
(317) 214-6271  
breiff@gaylor.com

**Venue Manager:**

Molly Snyder

(317) 814-2512

Molly.Snyder@pyramidglobal.com

<https://www.reservations.com/hotel/carmel>

**Director of AV**

Mario Medina

(317) 603-9426

mario.medina@ita.com

**Upgrades**

- Additional Musicians



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## General Timeline

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### **Itinerary**

| Time Frame | Activity                   | Notes   |
|------------|----------------------------|---|
| 5:30       | doors open                 |   |
| 6-6:45     | registration/cocktail hour | In grand room/reception area. Coordinate with AV. |
| 6:50/7     | Dinner                     |   |
| 7:45/8     | Dueling pianos             |   |
| 10:30      | DJ music                   |   |

### **Announcements**

There is a MC, he will make all the announcements/welcome speech. He'll also be announcing raffle winners through out evening.

### **Explicit Lyrics:**

Let's discuss further - no profanity, please.

### **Songs To Avoid:**

Profanity. All genres/clean versions are fine.

### **Tipping:**

No

### **Alcohol/Bar**

**Type:** Combination/Other

**Details:** Drink tickets.

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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 - Other**

Festive or casual or cocktail. Whatever you're feeling!

#### **Performance Expectations - 4**

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.

Some dueling piano banter and comedy. A stronger focus on dancing.

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

### **Departure And Load-Out**

**We must be packed up and out of the venue by 12:00 am**

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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 must-play songs
- No tipping allowed
- 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](#)