

# Christmas Party for The Hardie Group Real Estate Co. Corporate Event

## General Information

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### **Performers**

- Brandon Crawford - crawford.brandon99@gmail.com - 6147799616 (Piano)
- Terrell Sparks - terrellsparks77@gmail.com - 317-682-8549 (Piano)

### **IMPORTANT: Food Allergy Information**

- Brandon Crawford has the following food allergies: Fish

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

12/14/2023 - 06:00 pm - 09:00 pm EST

### **Location**

The Venue at Brookstone  
1201 W Alto Rd  
Kokomo, Indiana 46902-4970

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

Andy Hardie  
(765) 437-6134  
andy@thehardiegroup.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 02:00 pm

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

72

### **Contacts**

**Venue Manager:**  
Autumn Brady

events@thevenueatbrookstone.com  
<https://www.thevenueatbrookstone.com/>

# Christmas Party for The Hardie Group Real Estate Co. Corporate Event General Timeline

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## **Itinerary**

Time Frame	Activity	Notes
6:00-6:20	Hors d'oeuvre	
6:20-6:25	Welcome & Blessing	
6:25-6:50	Dinner	
6:50-7:00	Gifts	
7:00-9:00	Dueling Pianos	

## **Explicit Lyrics:**

Please try to keep it clean : )

## **Songs To Avoid:**

See above : )  
No swear words  
No vulgar

## **Tipping:**

No

## **Alcohol/Bar**

**Type:** Combination/Other

**Details:** everyone will get 2 drink tickets then a cash bar

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## Miscellaneous Information

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### **People To Include In Show**

Last year, one or 2 of our agents sang. It was more of a natural thing so not sure it will happen.

### **Wireless**

**Details:** There is no name/password. You may have to create a hotspot.

### **Other**

**Performer's Attire** - Dressy Casual (Women: a degree of polish, such as a blazer or jewellery. Flats or heels are acceptable. Men: chinos, suit pants or designer denims with a button-up or collared shirt; no ties.)

**Performance Expectations** - 2

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.

A lot of dueling piano banter and comedy. A little 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 10:30 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 Mike Potts - (815) 245-3623 (text only)
- Business Cards

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

- No special load-in instructions
- No special announcements
- No must-play songs
- No tipping allowed
- No children
- No sound ordinances
- No wireless access
- 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](#)