

# KB Home Awards Gala / Employees Corporate Event

## General Information

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### **Performers**

- Emily Seibert - etseibert@gmail.com - 203-206-0785 (Piano)
- Nate Rodriguez - nate@felixandfingers.com - 4079886015 (Piano)

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

01/27/2024 - 06:00 pm - 12:00 am EST

### **Location**

Gaylord Palms  
6000 W Osceola Pkwy  
Kissimmee, Florida 34746

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

Amanda Parah  
(407) 496-7242  
aparah@kbhome.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:** The Gaylord Palms will reach out to you regarding specifics. I have a meeting with them before our call today and will try to get additional details to share with you on the call.

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

200-250

### **Contacts**

#### **Venue Manager:**

Aline Kobayashi

(407) 586-2234

aline.kobayashi@gaylordhotels.com

<https://www.marriott.com/en-us/hotels/mcogp-gaylord-palms-resort-and-convention-center/overview/?scid=f2ae0541-1279-4f24-b197-a979c79310b0>

### **Upgrades**

- Mini-shells

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## General Timeline

### Itinerary

Time Frame	Activity	Notes
4:00 PM	Load In	
6:00 PM	Happy Hour outside of ballroom	Have contracted an acoustic singer for this // No F&F Duties
7pm - 8pm	Settling into Ballroom/Dinner	DJed BGM:
7:45 PM	Last Call for the Bar	Check in with Amanda
8:00 PM	Awards Start	F&F To DJ Walk-Up Music , HAVE WIRELESS READY // MAY NEED 2ND
8:45 PM	Dueling Pianos Start	
11:15 PM	Dueling Pianos End	DJed Late Night Dance Party to End
12:00 AM	Event End	

### Announcements

We will have a finalized schedule of what you need to announce closer to the event, we are still finalizing details. More than likely you will be introducing our boss to kick off the awards ceremony.

AWARDS:

### Explicit Lyrics:

normal PG-13 show

### Must Play Songs:

College Team Fight Songs - by *Forget Michigan State (by accident)*, it's the bosses song - then play at the end. (Live (do some time in first hour of show))

### Tipping:

No

### Alcohol/Bar

**Type:** Combination/Other

**Details:** 2 tickets per person, cash bar after that

**Additional Information:** We may have some announcements, we are still finalizing our awards for the event.

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## Miscellaneous Information

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

I'm sure they will make themselves known...they are not a shy bunch.

President of the Division, Fred, would appreciate a shout-out.

### **Wireless**

#### **Details:**

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

**Wireless Name**

**Password**

TBD - Ask Amanda

TBD - Ask Amanda

### **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 Corporate Events Guide!](#)**

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

**We must be packed up and out of the venue by 01:00 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 genres/tunes to avoid
- 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](#)