

Valentine's Gala for Brooke's House Fundraising Event

General Information

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

Performers

- Jordan Peterson - petersonjm2@gmail.com - 4023406887 (Piano)
- Nate Rodriguez - nate@felixandfingers.com - 4079886015 (Piano)

Entire Event Day Time Frame

02/14/2024 - 05:30 pm - 09:45 pm EST

Location

Maryland Theatre
21 S Potomac St
Hagerstown, Maryland 21740-5512

Contact Person(s)

Beth Barr
(240) 818-5336
bbarr@ellsworthelectric.net

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 03:30 pm

Expected number of guests:

200

Contacts

Venue Manager:

Melissa Fountain

(301) 790-2000

MSF@mdtheatre.org

<https://www.mdtheatre.org/>

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General Timeline

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Itinerary

Time Frame	Activity	Notes
3:30pm	Load in	
5:30pm	Cocktail Hour/Dueling Pianos	
6:15pm	Welcome Speech	Wireless mic
6:30pm	Meal	Light DJ'ed BGM (background jazz)
7:15pm	Guest Speakers	Wireless mic
7:30pm	Close of silent Auction, Live Auction of two items and Raffle Winner Announcements	F&F to announce, and do auction if possible
8:00pm	Dueling Piano Entertainment	may start early, whenever fundraising activities end
9:30pm	Load out	9:45pm at the latest

Announcements

We would like you to make reminders throughout the night in regard to Wine Raffles, Silent Auction, Donations.

*They may be a few other announcements that come up before event. We can provide all announcements in writing the day of to performers

Explicit Lyrics:

Would prefer no explicit lyrics

PG-13 is great.

Songs To Avoid:

No dances please. There will not be a dance floor.

Tipping:

Yes, for charity
Brookes House

Alcohol/Bar

Type: Cash

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Miscellaneous Information

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

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

I will need to get this info

Other

Performer's Attire - Cocktail (Women: an above-the-knee hem is appropriate, or an evening pantsuit. Men: suit, tie optional.)

Performance Expectations - 1 - More banter and comedy. Less emphasis on dancing.

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

The "No" List

- No special load-in instructions
- 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

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](#)