

Elks Lodge Installation of Officers Private Event

General Information

Performers

- Christopher Heroldt - chrisheroldt@gmail.com - 7082034790 (Piano)
- Eric Ronquillo - eric@felixandfingers.com - 7147918485 (Piano)

Entire Event Day Time Frame

04/06/2024 - 04:00 pm - 11:00 pm EST

Location

Flint Elks Lodge 222
7177 E Maple Ave
Grand Blanc, Michigan 48439-9728

Contact Person(s)

Mike Harrington
(810) 397-4523
mharrington@yeci.us

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

Please Note: Come in through the side door or the front door.

The side door is close to the stage area. To access it, loop around to the West side of the building. Feel free to contact Mike for help with getting into the building / setting up.

The event will be in the banquet center

Expected number of guests:

100

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General Timeline

Itinerary

Time Frame	Activity	Notes
4:00-5:00	Ceremony	Officer installation ceremony
5:00-6:00	Cocktail hour	DJ Music
6:00-7:30ish	Dinner	DJ Music
7:30ish-10:30ish	Dueling Pianos	Feel free to take a break during the middle
10:30ish-11:00	DJ Music	Event ends around 11:00 if people are still hanging out

Explicit Lyrics:

Try to limit explicit lyrics

Tipping:

Yes

Alcohol/Bar

Type: Combination/Other

Details: Free Keg beer for the whole night

Open bar during cocktail hour

Jack Daniels Tito's captain Morgan and wine

Cash bar after

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Miscellaneous Information

Children

Approximate Number Of Children: Less than 10

General Age Range: 18 months-11year old

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

tbd

tbd

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 - 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 Private 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

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 venue manager
- No special announcements
- No genres/tunes to avoid
- No must-play songs
- 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](#)