

# American Family Insurance- Agency Owner Honors

## Corporate Event

### General Information

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#### **Performers**

- Michael Sherman - msherman@felixandfingers.com - 5135181471 (Piano)
- Robert Deason - RobertDeason03@gmail.com - 18472040912 (Piano)

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

04/04/2024 - 09:30 am - 04:15 pm CST

#### **Location**

The Matrix Club  
808 Illinois Rte 59  
Naperville, Illinois 60540

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

Isabel Yandall  
(714) 768-2802  
isabel.castillo-yandall@amfam.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 07:30 am

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

165

#### **Contacts**

##### **Venue Manager:**

Cherryl Marcey

(773) 447-0208  
Cherryl@MatrixVenue.com  
<http://MatrixVenue.com>

#### **Upgrades**

- Mini-shells

# American Family Insurance- Agency Owner Honors Corporate Event General Timeline

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## **Itinerary**

Time Frame	Activity	Notes
7:45/8:00	Load in	
8:30	Sound Check	
9:45 - 4:15	Awards (refer to separate spreadsheet)	
10:15		

## **Explicit Lyrics:**

No song requests- please refer to detailed timeline

## **Songs To Avoid:**

No explicit songs, no country, clean corporate songs or instrumental upbeat

## **Must Play Songs:**

Please Refer To Detailed Timeline - by ()

## **Tipping:**

No

## **Alcohol/Bar**

**Type:** Combination/Other

**Details:** Not applicable

**Additional Information:** Our event requests specific songs at certain points when announcing the winners of different awards. Some sections can be any upbeat celebratory music, other sections have specific song assigned. Please refer to the timeline I have emailed, Thank you!

# American Family Insurance- Agency Owner Honors Corporate Event Miscellaneous Information

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## **People To Include In Show**

No

## **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** - 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 06:00 pm**

# American Family Insurance- Agency Owner Honors Corporate Event 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 special announcements
- 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](#)