

KCCEOA Conference- President's Banquet Private Event

General Information

Performers

- Connor Brennan - connorbrennan365@gmail.com - 314-392-7005 (Piano)
- Kevin Coon - kevinwcoon@gmail.com - 913-593-6707 (Piano)

Entire Event Day Time Frame

05/02/2024 - 05:30 pm - 10:30 pm CST

Location

Hilton Garden Inn Conference Center
410 S 3rd St
Manhattan, Kansas 66502-6221

Contact Person(s)

Janet Paddock
(785) 214-2180
jpaddock@franklincoks.org

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 03:00 pm

Please Note: In the rear of the building by the conference space.

There is an entrance room by where we will be performing

Expected number of guests:

175

Contacts

Venue Manager:
Brookelyn Fernelius

(785) 532-9116
brookelyn.fernelius@hilton.com
https://www.hilton.com/en/hotels/mangigi-hilton-garden-inn-manhattan/?SEO_id=GMB-AMER-GI-MANGIGI&y_source=1_MjA4NDZlMTUtbG9jYXRpb24ud2Vic2l0ZQ%3D%3D

Upgrades

- Mini-shells



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General Timeline

Itinerary

Time Frame	Activity	Notes
5:30-6:15	Cocktails	Background DJ Music
6:15	Dinner	
7:00-9:30	Dueling Pianos	
9:30-10:30	DJed Music	

Explicit Lyrics:

No restrictions

Tipping:

No

Alcohol/Bar

Type: Combination/Other

Details: two drinks per person and cash bar after.

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Miscellaneous Information

People To Include In Show

Feel free to incorporate people as you see they are interested. Some people will likely be up dancing and singing. They are usually a fun group.

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

tbd

tbd

Other

Performer's Attire - Casual (Blue jeans and a t-shirt would be acceptable.)

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 12:00 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 special announcements
- No genres/tunes to avoid
- No must-play songs
- 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](#)