

# Kenvue Deliver Awards Show Corporate Event

## General Information

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### **Performers**

- Eric Ronquillo - eric@felixandfingers.com - 7147918485 (Piano)
- T. Duncan Parker - duncan@felixandfingers.com - 2174945079 (Piano)
- Joey Zymonas - joey.zymonas@gmail.com - 8154744940 (Drummer)

### **IMPORTANT: Food Allergy Information**

- T. Duncan Parker has the following food allergies: Seafood, Mushrooms, nuts, apples

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

05/08/2024 - 06:00 pm - 11:00 pm EST

### **Location**

Crowne Plaza Indianapolis-Airport, an IHG Hotel  
2501 S High School Rd  
Indianapolis, Indiana 46241-4919

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

Brent Sample  
(908) 635-6002  
bsample1@kenvue.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 04:30 pm

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

200

### **Upgrades**

- Mini-shells
- Additional Musicians

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## General Timeline

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### Itinerary

Time Frame	Activity	Notes
Starting at 6 pm	Cocktail Hour	Guests begin arriving and enjoying drinks and Hors D'Oeuvres
Starting at 6:30	Award Show	Much of this will overlap with Cocktails and Dinner
7:10-7:20 (roughly)	Award Show ends and Pianos Start	Use all 2.5 hours of live piano play in this timeframe
9:40 - 11	Dj'ed music	

### Announcements

provide a wireless mic for speeches - maybe venue will handle.

This may not be needed but as part of the award show we want to have a "rumors from the Event" that I can discuss. We may address this need in-house but it may also be easier to handle through your team.

Break in news style 2 times. will give direction day of.

### Explicit Lyrics:

Prefer a clean / radio friendly version of any song played as this is a corporate event.

### Tipping:

Yes, for charity

Not sure if we will be doing this, as of yet, I will either assign a point person or handle directly.

### Alcohol/Bar

**Type:** Open

**Additional Information:** both serious and fun awards

maybe need venmo sign, otherwise they'll give us a tablet.

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## Miscellaneous Information

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

Maybe but we will be sure to respect the F&F policy of not touching equipment without permission.

### **Wireless**

#### **Details:**

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

**Wireless Name**

**Password**

Unknown at this time

Will Provide in lead up

### **Other**

#### **Performer's Attire - Other**

I will connect with my team and advise. We are doing a "Grammy" style award show but many people at the event will be in jeans and polo style dress, but some may be dressed more formally.

**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 12:00 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 special load-in instructions
- No venue manager
- No genres/tunes to avoid
- 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](#)