# The Reel Valley - the Chamber's 114th Annual Gala (Greater San Fernando Valley Chamber of Commerce) Fundraising Event General Information

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

### **Performers**

- Bre Podgorski bre@felixandfingers.com 8188235799 (Piano)
- Julian Velard javelard@gmail.com 646-242-0261 (Piano)
- Louis Gonzales lgonzmusic@gmail.com 3056085961 (Drummer)

## **IMPORTANT: Food Allergy Information**

• Bre Podgorski has the following food allergies: Gluten

## **Entire Event Day Time Frame**

05/31/2024 - 06:30 pm - 11:00 pm PST

### Location

Skirball Cultural Center 2701 N Sepulveda Blvd Los Angeles, California 90049-6833

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

Nancy Hoffman (818) 448-1766 nancy@sanfernandovalleychamber.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

**Please Note:** North loading dock goes through a ballroom to get to the Ahmanson Ballroom. Enter the north loading from Sepulveda.

Please ensure that no vehicles block the trash cans, as city garbage trucks need access for Friday pick-ups.

Vendors needing to work onsite should contact the Logistics Coordinator at 310-440-4636 or the Security Site Manager at 310-440-4676 for assignment to a parking area.

All equipment for entertainers must be set up before guests' arrival and all sound equipment must meet basic professional standards. The SCC technical liaison has the final authority on all set-ups. The perimeter of the room and stage area must be cleared of all vendor equipment prior to guest entry into the room. We cClient vendors providing technical support for lighting, sound and production needs must work in conjunction with SCC staff.

Electrical circuits are limited in common areas of event production; therefore, all electrical usage requires prior written approval of the Skirball Cultural Center's facility representative. Vendors may link or dovetail into our sound or lighting system under the supervision of SCC technical staff. Vendors directed to use the 400-amp cam lock system behind Ahmanson Hall or Herscher Hall with SCC provided pigtails, must shut down the breaker after disconnecting their equipment cannot guarantee an onsite storage location for this equipment.

## **Expected number of guests:**

275

### **Contacts**

### **Photographer:**

Zarek Dietz Photography by Zarek (818) 207-8147 zarek@photographybyzarek.com https://photographybyzarek.com/

## Venue Manager:

Monica Reyes

(310) 440-4529 mreyes@skirball.org https://www.skirball.org/private-events/plan-event

# **Upgrades**

Additional Musicians



# The Reel Valley - the Chamber's 114th Annual Gala (Greater San Fernando Valley Chamber of Commerce) Fundraising Event General Timeline

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

## **Itinerary**

Time Frame	Activity	Notes
6:30 to 7:20 p.m.	Cocktail Hour & Silent Auction	Play pre-recorded upbeat pop/classic rock - not boring music. Outside on patio but guests can be in main room.
7:20 p.m.	Call to be seated - We will do announcements	Get information from Nancy Day of for announcements
Around 7:40 p.m.	Program and awards begin	Possibly will have someone sitting with us to cue music
7:40 p.m.	Walk on music (Refer to playlist from client)	Cue music for each person
8:10 p.m.	Start dueling show	Program ends, dinner served, dueling pianos go crazy:)
8:30 p.m.	Silent Auction closes (announce this 5 minutes before)	this may be on an app not in person closing
10:30pm	End dueling show	ID FINCES
11:00pm	Event ends	- HITGERS

## **Dinner Seating**

Food will come out around 7 for us. Nancy will let us know where to eat.

### **Announcements**

Announcements:
Seating announcement
Introduce Nancy to start the program
Silent Auction Closing
Silent Auction is closed

## **Explicit Lyrics:**

Keep it clean!

## **Tipping:**

Yes, for charity

Greater San Fernando Valley Chamber of Commerce (Can use venmo card as well)

## Alcohol/Bar

Type: Cash



# The Reel Valley - the Chamber's 114th Annual Gala (Greater San Fernando Valley Chamber of Commerce) Fundraising Event Miscellaneous Information

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

## **People To Include In Show**

YES! Chamber staff if we can get them away
Rafael De La Rosa
Steve & Jennifer Rydin
Anyone from Dr. Barry Leonard & Associates office (including Dr. Barry Leonard)
Geneivieve Towne
Nancy Hoffman
I may have others to give you as we get closer.

#### Wireless

**Details:** 

Please Provide The Name Of The Connection And Password Wireless Name

**Password** 

SCC Guest none

### Other

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

**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 Fundraising Performer Guide!

## **Departure And Load-Out**

We must be packed up and out of the venue by 11:30 pm

**Additional Information:** We will be providing sound equipment, but we will run an XLR from our sound set up to the venue's system to give sound boost.

# The Reel Valley - the Chamber's 114th Annual Gala (Greater San Fernando Valley Chamber of Commerce) Fundraising Event Gear Check And No-List

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

### **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 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