

# SPS Health Holiday Party Corporate Event

## General Information

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### **Performers**

- Jake Carter - jcarter@felixandfingers.com - 530-949-0272 (Piano)
- Robert Deason - RobertDeason03@gmail.com - 18472040912 (Piano)

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

- Jake Carter has the following food allergies: Seafood / Fish - Non Severe

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

12/12/2024 - 05:00 pm - 12:00 am CST

### **Location**

Discovery World  
500 N Harbor Dr  
Milwaukee, Wisconsin 53202

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

Lexi Raczka  
(262) 923-2169  
LRaczka@spshealth.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 03:00 pm

**Please Note:** Please email Josh (contact info below), he will provide pdfs and initial directions of where to load in, park, etc. He will be main point of contact for the day.

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

100

### **Contacts**

#### **Venue Manager:**

Josh Wimmer

(414) 765-8633  
JoshWimmer@bartolottas.com

## **Upgrades**

- Mini-shells



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## General Timeline

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### **Itinerary**

Time Frame	Activity	Notes
5:00p-6:00p	Happy Hour	DJ Mix of holiday and non holiday
6:00p-8:00p	Brief Announcements/Dinner	Announcements will take about 20 minutes, then we would love to start seeing Your set start!
7:30-9:00/9:30	Dueling Pianos	Switch over to DJ (not provided by us) whenever the room feels right
9/9:30 - 12:00 AM	DJ takes over	

### **Dinner Seating**

We are having a plated dinner and have included dinner choices provided to us by Kate.

### **Announcements**

I think Alex had asked when she originally setup this contract if we could use one of your microphones to make some announcements.

We may also ask your team to announce when people need to take seats for meal service or if dessert is being served, etc. We are bringing in a DJ and would love for you to help hype him up once you finish your set (previously discussed this with Jake in September).

Other than that, we shouldn't need to bother you for announcements.

### **Explicit Lyrics:**

We are fine with explicit lyrics, but ask that any songs with racial slurs are kept off playlists.

### **Tipping:**

Yes

### **Alcohol/Bar**

Type: Open

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## Miscellaneous Information

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

YES!!

Amelia

Wenbo

Michael Cator

matt Lewis

Karli

### **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** - 4

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.

Some dueling piano banter and comedy. A stronger focus on dancing.

**[Please be sure to review the Corporate Events Guide!](#)**

### **Departure And Load-Out**

**Shuttle Details** - Picking up out front and leaving to a hotel in Wauwatosa. No announcements necessary at this time.

**We must be packed up and out of the venue by 12:00 am**

**Additional Information:** Our team loves to have fun. They love dancing, singing along and karaoke. So anything you can do to get the employees engaged is a plus!

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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 genres/tunes to avoid
- No must-play songs
- No children
- No sound ordinances

### **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](#)