# Emma Reed Private Event General Information

#### **Performers**

- Calvin Gainey calgaine@gmail.com 936-577-0182 (Piano)
- Mike Sueiro whichaxe@gmail.com (954) 871-1733 (Piano)

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

02/15/2025 - 05:00 pm - 12:00 pm CST

#### **Location**

Isabella's Banquet Hall 5969 Farm to Market 1010 Rd Cleveland, Texas 77327

## Contact Person(s)

Julie Reed (281) 796-3477 emmasmom2009@live.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:** Pull in Driveway into parking lot. Load in through front door into ballroom. Set up on left side of room.

Owner will be on location starting at 3 day of event for the entire time

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

100

#### **Contacts**

**Venue Manager:** Maria

(832) 599-8639

## **Upgrades**

• Mini-shells

# Emma Reed Private Event General Timeline

## **Itinerary**

Time Frame	Activity	Notes
5pm-7pm	Dinner	Background playlist
7:00-9:30	Dueling Pianos	
9:30	Vehicle Reveal	Emma gets a car (Surprise) May need to make announcement for people to head outside for a surprise
After Reveal- end of night 11ish	Background Fun/Dance Playlist	
Dinner Seating		
Eat when guest eat (fajitas)		
Announcements		
Dinner time and other activities happening throughout the evening		
Explicit Lyrics:		
Keep it Clean		
<u>Tipping:</u>		
No		
<u>Alcohol/Bar</u>		
Type: Open		

# **Emma Reed Private Event** Miscellaneous Information

## **People To Include In Show**

Father -Philip Uncle Dada-Scott Brock - Boyfriend

## <u>Children</u>

Approximate Number Of Children: 20 General Age Range: 1-17

#### **Wireless**

Details: Please Provide The Name Of The Connection And Password Wireless Name

TBD

#### <u>Other</u>

**Performer's Attire** - Dressy Casual (Women: a degree of polish, such as a blazer or jewellery. Flats or heels are acceptable. Men: chinos, suit paints or designer denims with a button-up or collared shirt; no ties.) **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.

Password

#### 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

# Emma Reed Private Event 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

## <u>Scribd</u>

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

## The "No" List

- No genres/tunes to avoid
- No must-play songs
- No tipping allowed
- 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)