

DCOR Holiday Party Corporate Event

General Information

Performers

- Leana Courtney - layonapillow@gmail.com - 602-748-5219 (Piano)
- Shawn Grindle - shawn@felixandfingers.com - 412-860-0544 (Piano)

Entire Event Day Time Frame

12/14/2024 - 05:00 pm - 11:00 pm PST

Location

Crowne Plaza Hotel
450 E Harbor Blvd
Ventura, California 93001-2708

Contact Person(s)

Kim Eastman
(805) 535-2022
keastman@dcorllc.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: Load in through the front doors - elevators will likely be necessary. Reach out to Jessica Mon Barren (805) 816-7816 for more detailed load in info if needed

Expected number of guests:

250

Contacts

Venue Manager:

Melody Elrod

(805) 228-2030
melrod@cpventura.com

Upgrades

- Mini-shells

Files

- [Table-layout-28-tables.pdf](#)



DCOR Holiday Party Corporate Event

General Timeline

Itinerary

Time Frame	Activity	Notes
5 - 6	cocktail hour	DJ background holiday
6 - 7	speeches	no music necessary (players can eat now!)
7 - 8	dinner	more background music (raffle at 7:45)
8-11	Dueling Show (breaks at 8:45 and 9:45 for raffles)	

Dinner Seating

during speeches

Announcements

Please be seated for Speeches 6:00 pm

Raffles announcements Total 4 at approx 7:30, 8:30, 9:30 and 10:30

Dinner announcement at 7:00 pm - Release tables to be served (we will provide the table numbers)

Casino tables open at 7:30 - announce this!

Please put request slips out on tables to make it easier for attendees to make requests!

Explicit Lyrics:

Use you best judgement, if it is vulgar or politically incorrect, please sub words.

Tipping:

No

Alcohol/Bar

Type: Cash

DCOR Holiday Party Corporate Event

Miscellaneous Information

People To Include In Show

tbd

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

Select the IHG One Rewards network -Select the ACCESS CODE tab

VNTCA

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 Corporate Events Guide!](#)

Departure And Load-Out

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

DCOR Holiday Party Corporate 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

The "No" List

- 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](#)