

# Christ Covenant Staff Christmas Party Private Event

## General Information

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### **Performers**

- Ciara DeLeon - ciaradeleon134@gmail.com - 386-237-1418 (Piano)
- Mark Larson - mark@markthepianoguy.com - 770-883-2988 (Piano)

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

12/19/2024 - 06:30 pm - 10:00 pm EST

### **Location**

Christ Covenant  
221 Armour Dr NE  
Atlanta, Georgia 30324-3918

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

Sallie Barrett  
(770) 500-9755  
sallie@christcovenant.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:**

100

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## General Timeline

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### Itinerary

Time Frame	Activity	Notes
6:30pm - 6:50pm	gather, have cocktails, music playing	DJ Holiday Background
6:50pm	Welcome and Blessing - Jason Dees	
7:00pm	Dinner	DJ Holiday Background
7:30pm - 9:30pm	Dueling Pianos begin	
9:30 - 10	Folks will mingle/there will be fire pits outside	DJ Background

### Dinner Seating

We will have heavy appetizers as dinner, beer, wine, and soft drinks. Players are welcome to eat from the table, or we are happy to order dinner from somewhere else if they would like. There are two conference rooms that will be private that the players are able to use to eat, rest, etc.

### Explicit Lyrics:

Clean versions would be most appropriate for our group. Keep things clean out of an abundance of caution

### Tipping:

No

### Alcohol/Bar

**Type:** Open

**Additional Information:** I can't remember the exact times that our package is - so we are flexible if the timeline doesn't work or needs to be adjusted. Thank you!

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## Miscellaneous Information

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

Yes! Shannon Smith, Becky Matthews and Becca Davis together

### **Wireless**

#### **Details:**

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

**Wireless Name**

**Password**

Christ Covenant Guest

No password

### **Other**

**Performer's Attire** - Festive (In accordance with a particular holiday)

**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 Private 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 special announcements
- 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](#)