

# MPW Holiday Party Corporate Event

## General Information

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### **Performers**

- Eben Seaman - achicachic52@yahoo.com - 3195941478 (Piano)
- Jake Ashby - jake@felixandfingers.com - 7034637586 (Piano)

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

02/01/2025 - 06:00 pm - 11:00 pm CST

### **Location**

The Merrill Hotel  
1119 W Mississippi Dr  
Muscatine, Iowa 52761

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

Jessica Rexroth  
(563) 260-4106  
jessica.rexroth@mpw.org

### **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 04:00 pm

**Please Note:** There is an elevator to the top floor which is where the ballroom is located.

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

230

### **Contacts**

**Venue Manager:**  
Tammy Bell

(563) 770-7033  
tammy.bell@marriott.com  
<https://www.themerrill.com/>

### **Upgrades**

- Mini-shells

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## General Timeline

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### **Itinerary**

Time Frame	Activity	Notes
6:00 - 7:00 pm	Social Hour w/ DJ Service	mix of hits playlists
7:00 - 7:10	General Manager Speech	will use our wireless
7:10 - 8:00 pm	Dinner w/ DJ Service	
8:00 - 10:30 pm	Dueling Pianos	
10:30 - 11:00 pm	Last Call w/ DJ Service	

### **Dinner Seating**

The players can enjoy a meal from the buffet alongside the guest attendees.

### **Announcements**

We might need you to release the tables for dinner

### **Explicit Lyrics:**

Please refrain from using explicit words.

### **Songs To Avoid:**

Anything with explicit content.

### **Tipping:**

Yes

### **Alcohol/Bar**

**Type:** Combination/Other

**Details:** Free kegs, pop, tea and water. Cash bar for all other items.

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## Miscellaneous Information

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

Not that I am aware of but could change as the night goes on.

### **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** - 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**

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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 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](#)