

RSM Holiday Party Corporate Event

General Information

Performers

- Alyssa Jones - alyssa@felixandfingers.com - 682-225-7693 (Piano)
- Maxwell Ward - maxwellemmettward@gmail.com - 6513284909 (Piano)

IMPORTANT: Food Allergy Information

- Alyssa Jones has the following food allergies: Gluten

Entire Event Day Time Frame

01/11/2025 - 06:00 pm - 11:30 pm CST

Location

The Depot/ Renaissance Minneapolis
225 3rd Ave S
Minneapolis, Minnesota 55401-2524

Contact Person(s)

Alyssa Bernards
(763) 354-9541
alyssa.bernards@rsmus.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 04:00 pm

Please Note: Tell parking attendant you are with RSM and they will cover parking.

Expected number of guests:

900-1000

Contacts

Venue Manager:

Brooke Pope

(612) 758-7803
bpope@RenMinneapolis.com
<https://thedepotminneapolis.com/milwaukee-road/>

RSM Contact

Amira Ansari
(651) 368-6397
amira.ansari@rsmus.com

RSM Contact

Lizzie Hugo
lizzie.hugo@rsmus.com

RMS Contact

Shelly Mayo
Shelly.mayo@rsmus.com

Upgrades

- Mini-shells

Files

- [Diagram-2025.pdf](#)



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General Timeline

Itinerary

Time Frame	Activity	Notes
6:00	Guests Arrive	DJ Background Music (Light Jazz/ Light Pop)
7:00	All Food Stations & Entertainment Open	Continue DJ Background (vibe the room)
8:30	Dueling Pianos Starts	
10:30	Dueling Pianos Ends & Start DJ Show	CLEAN DJ SHOW
11:30	DJ Show Ends	CLEAN DJ SHOW

Dinner Seating

Before 8:30. We will have food available for the duration of the entire event so PLEASE eat when you have the time/availability. Everything gluten free will be labeled.

Announcements

The bingo caller will be taking 2 breaks throughout the three hours. If you can make announcements when the bingo will be resuming ,that would be great! Alyssa wil give a cue

Explicit Lyrics:

No explicit lyrics - keep it appropriate for a company setting.

Songs To Avoid:

Hokey Pokey, Chicken Dance, Line Dances - keep music selection professional

Tipping:

No

Alcohol/Bar

Type: Combination/Other

Details: Guests receive 4 drink tickets; cash bar after that

Additional Information: Reiterating to keep the show clean and professional

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Miscellaneous Information

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

TBD

RSM25

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 02:00 am

Additional Information: Please make sure the performance is appropriate for a company setting. Make very interactive- people generally join the dance floor later.

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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 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](#)