

# **The Barristers Annual Gala Corporate Event**

## **General Information**

---

### **Performers**

- Ian Benjamin - ianbenjamin11@gmail.com - 937-671-6960 (Piano)
- Maddy Ludwig - madelyn.ludwig@gmail.com - 8475293696 (Piano)

### **IMPORTANT: Food Allergy Information**

- Maddy Ludwig has the following food allergies: Gluten

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

02/07/2025 - 06:30 pm - 10:15 pm EST

### **Location**

Capital Hilton/ in Presidential Ball Room (seated dinner) & Congressional & Senate Rooms (cocktail hour)  
1001 16th St NW  
Washington, District of Columbia 20036-5701

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

Reem Sadik  
(803) 360-1720  
reem.sadik@gmail.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

**Please Note:** Delivery and Pickup should happen at our dock entrance on L street  
(same official address as the hotel)

Capital Hilton

1001 16th Street NW, DC 20036

There is an elevator for use as well. Please see the attached "Loading Dock" Information Packet.

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

350

### **Contacts**

**Venue Manager:**  
Titou Phommachanh

(202) 639-5719

## **Upgrades**

- Mini-shells

## **Files**

- [Capital-Hilton-Loading-Dock-Information-003.pdf](#)
- [image002.png](#)



# The Barristers Annual Gala Corporate Event

## General Timeline

### Itinerary

| Time Frame    | Activity   | Notes  |
|---------------|--|--|
| 4:30 PM       | Load In  |  |
| 6:30 PM       | Cocktail Hour  | DJed: Mo-Town / Pop + Bridgerton playlist                    |
| 7:25 PM (ish) | Move into Dinner Space   | F&F To assist with Ushering                                  |
| 7:35 PM       | Call to order, color guard presents colors, national anthem played, Marine's hymn, | F&F to Intro: Ask Reem who!                                  |
| 7:40 PM       | color guard presents colors, national anthem played, Marine's hymn                 |  |
| 7:45 PM       | invocation by Rev Monsignor Vaghi  |  |
| 7:50 PM       | Dinner Start   Dueling Pianos Start  | Live Music: Scale 1, low-key (no interaction until dessert)  |
| 8:20 PM       | Start Interactive Show   Reem to Intro   | Scale 3: Lean Into Interaction                               |
| 10:15 PM      | Dueling Pianos End   | Announce Cash Bar in adjoining room & DJ BGM during load out |

### Dinner Seating

A meal will be provided and served in the Continental room which is located next to the main ballroom. Map is uploaded with documents.

Connect with Tituo upon arrival to get dinner during cocktails.

### Explicit Lyrics:

normal PG-13 show, lean a little G-rated

### Songs To Avoid:

So sad rock (like green day), avoid gangster or mumble rap, avoid cursing, no sexual songs.

### Must Play Songs:

Ring Of Fire - by Johnny Cash ()

September - by Earth, Wind, & Fire ()

Shake It Off - by Taylor Swift ()

Piano Man - by Billy Joel ()

Fly Me To The Moon - by Frank Sinatra ()

Bennie & The Jets - by *Elton John* ()  
Clocks - by *Coldplay* ()  
Bohemian Rhapsody - by *Queen* ()  
Gin And Juice - by *Snoop Dogg* (*Live (exception to hip-hop)*)  
Proud Mary - by *Creedence Clearwater Revival* ()  
Tennessee Whiskey - by *Chris Stapleton* ()  
My Way - by *Frank Sinatra* ()  
Blank Space - by *Taylor Swift* ()

**Tipping:**

No

**Alcohol/Bar**

**Type:** Cash



# The Barristers Annual Gala Corporate Event

## Miscellaneous Information

---

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

Oh yes! (Note: There are 3 federal judges in the audience, so use a little caution)

### **Wireless**

#### **Details:**

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

**Wireless Name**

**Password**

TBD - Ask Titou

TBD - Ask Titou

### **Other**

**Performer's Attire** - Formal (Women: formal gown. Men: suit with a tie.)

**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 11:15 pm**

**Additional Information:** ATTIRE NOTES: Black Tie Affair

# The Barristers Annual Gala 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 special announcements
- 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](#)