

# **REEngage Winter Conference (Illinois Realtors)**

## **Fundraising Event**

### **General Information**

**(Do NOT ask for any tips during this fundraising event!)**

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#### **Performers**

- Eric Ronquillo - eric@felixandfingers.com - 7147918485 (Piano)
- T. Duncan Parker - duncan@felixandfingers.com - 2174945079 (Piano)

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

- T. Duncan Parker has the following food allergies: Seafood, Mushrooms, nuts, apples

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

01/28/2025 - 04:30 pm - 07:30 pm CST

#### **Location**

Bloomington-Normal Marriott Hotel & Conference Center  
201 Broadway  
Normal, Illinois 61761-2576

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

Kara Manfredo  
(217) 391-4824  
kmanfredo@illinoisrealtors.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 03:00 pm

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

300

#### **Contacts**

##### **Venue Manager:**

Jessica Ferrante

(309) 862-8010  
jessica.ferrante@atriumhospitality.com  
<https://selfwalkmariottnormal.web.app/>

## **Upgrades**

- Mini-shells

## **Files**

- [Room-Layouts-for-Winter-2025.pdf](#)



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### General Timeline

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#### Itinerary

Time Frame	Activity	Notes
check run of show	and use that for timeline	
4:30-4:45	Dueling Pianos	
4:45	president announcements	
4:50-5:15	auction #1	we will help and assist
5:15-5:25	break	Dueling Pianos
5:25-5:50	Auction #2	we will help and assist
5:50-6	break	Dueling Pianos
6-6:45/7 ish	Auction #3 remaining 5 items (plus a drawing.	we will help and assist
7-7:30	Dueling Pianos	Dueling Pianos

#### Dinner Seating

The meal will be delivered to them on the stage before the event starts.

#### Announcements

I will provide the run of show when it becomes available.

#### Explicit Lyrics:

This is an adult group/business colleague.

#### Tipping:

No

#### Alcohol/Bar

**Type:** Combination/Other

**Details:** Beverage tickets and cash bar.

**Additional Information:** Mostly auction item assistance and some bursts of dueling pianos.

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### Miscellaneous Information

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

There may be less than a handful of children.

#### **Wireless**

##### **Details:**

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

Wireless Name	Password
Reengage Winter Conference	IR25

#### **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 Fundraising Performer Guide!](#)**

#### **Departure And Load-Out**

**We must be packed up and out of the venue by 09:00 pm**

**Additional Information:** maybe olympic music when CEO runs in.

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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 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](#)