

Orion Education Foundation Fundraising Event

General Information

(All tips **MUST** be provided to the client at the end of the night!)

Performers

- Aaron Lotzow - alotzow@gmail.com - 319-850-8771 (Piano)
- Jake Ashe - jake@felixandfingers.com - 7034637586 (Piano)

Entire Event Day Time Frame

03/14/2025 - 05:30 pm - 10:00 pm CST

Location

Camden Centre
2701 1st St E
Milan, IL 61264, Illinois 61264

Contact Person(s)

Jennifer Johnson
(309) 781-5852
VELLISON@RUSSELLCO.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 03:30 pm

Please Note: All one level, you can enter through the front door or the rear door which is closer to the stage.

Expected number of guests:

200-250

Contacts

Venue Manager:

Jeanne Beuseling

(309) 787-8510
jeannebeuseling@milan.il.us
<https://www.milanil.org/camden-centre>

Upgrades

- Mini-shells

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General Timeline

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Itinerary

Time Frame	Activity	Notes
5:30-6:00	Doors Open	
6:00-7:00	Dinner	Dj background music
7:00-10:00	Dueling Pianos	Intermission at halfway point for silent auction end, fundraising game and housekeeping

Dinner Seating

Players may partake in the buffet dinner served beginning at 6pm.

Announcements

Mention silent auction close approaching around 8:30

Explicit Lyrics:

21+ crowd - no restrictions required

Tipping:

Yes, for charity
Orion Education Foundation

Alcohol/Bar

Type: Cash

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Miscellaneous Information

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Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

TBD

TBD

Other

Performer's Attire - Casual (Blue jeans and a t-shirt would be acceptable.)

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 11:00 pm

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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 genres/tunes to avoid
- 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](#)