

# Excellence Elevated Iowa Realty 2024 Awards

## Corporate Event

### General Information

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#### **Performers**

- Maxwell Ward - maxwellemmettward@gmail.com - 6513284909 (Piano)
- Michael Sherman - msherman@felixandfingers.com - 5135181471 (Piano)

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

02/06/2025 - 03:30 pm - 07:30 pm CST

#### **Location**

River Center Des Moines  
340 SW 3rd St  
Des Moines, Iowa 50309

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

Kim Bakey  
(515) 453-6239  
agiles@homeservicesiowa.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 01:30 pm

**Please Note:** Set up in corner opposite bar. There should be a place to unload right by the venue.

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

150

#### **Contacts**

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

Becky Klisares

(515) 554-6533  
becky.klisares@lhgroupdsm.com  
<https://rivercenterdsm.com/>

##### **Executive Assistant- Day of Contact**

Mandy Giles  
(515) 708-5837  
agiles@homeservicesiowa.com

## **Upgrades**

- Mini-shells

## **Files**

- [Iowa-Realty-192.pdf](#)



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### General Timeline

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#### **Itinerary**

Time Frame	Activity	Notes
3:30	Cocktails/Hors D'Oeuvres	Sales associates arriving, mingling, conversational music background- DJ light music (jazz/ rat pack)
4:30	Awards Ceremony of 2024 Achievements	Play filler background music if there is a lag between speakers/ etc.
5:30	Dueling Pianos	celebration time, more cocktails & hors d'oeuvres, energy
7:30	Event Ends	

#### **Dinner Seating**

passed hors d'oeuvres in the initial hour with heavier hors d'oeuvres & desserts following the awards

#### **Announcements**

If there is dead space during the awards, feel free to play filler background music

bringing sales associates to seating before the awards ceremony

#### **Explicit Lyrics:**

It will be a professional environment; I don't imagine that explicit lyrics will be an issue- No baby got back more 80s rock/ sing alongs/ etc

#### **Songs To Avoid:**

I don't see there being a need for any dance floor songs like listed above. More fun listening and entertainment.

#### **Tipping:**

No

#### **Alcohol/Bar**

**Type:** Combination/Other

**Details:** passed cocktails in the initial hour and then each attendee will receive 2 drink tickets, then cash bar

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### Miscellaneous Information

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

We are more background music for mingling than interactive, but more interactive at the start and let it fizzle if natural

#### **Wireless**

##### **Details:**

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

Wireless Name	Password
TBD	1701 Sunion

#### **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** - 1 - More banter and comedy. Less emphasis on dancing.

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 11:00 pm**

**Additional Information:** We have venue until 11pm, but anticipate being out of there, around 8pm?

Our event is at the River Center in Des Moines, no stage, you'll be in the NE corner of the south side of the venue. I've attached the floorplan as we have it. There may be some tweaks, but the "band" area shouldn't move.

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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 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](#)