

# CTAA Legislative Fly-In Corporate Event

## General Information

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### **Performers**

- Jordan Peterson - petersonjm2@gmail.com - 4023406887 (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**

03/06/2025 - 05:15 pm - 07:30 pm EST

### **Location**

National Press Club  
529 14th St NW  
Washington, District of Columbia 20045-2103

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

Loreal Lance  
(202) 415-9666  
cara@foxlaneevents.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 03:00 pm

**Please Note:** Shared via email with loading dock attachment on 12/18/24

Busy loading dock, 20 minute time frame for loading. Unload, park cars, and then come set up.

Parking garage in vicinity, we can submit for reimbursement.

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

140

### **Contacts**

#### **Event Planner:**

Cara Stetter  
Fox Lane Events  
(202) 870-1048  
cara@foxlaneevents.com  
<http://www.foxlaneevents.com>

**Venue Manager:**

Renee Arellano

(202) 662-7500

Rarellano@press.org

<https://www.press.org/>

**Upgrades**

- Mini-shells

**Files**

- [ThursdayFirstAmendmentLoungefromCTAA.pdf](#)



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## General Timeline

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### **Itinerary**

| Time Frame        | Activity                          | Notes                            |
|-------------------|-----------------------------------|----------------------------------|
| 3pm               | Load in                           |                                  |
| 5:15pm            | Dueling Pianos                    | Start show as soon as doors open |
| ~5:45pm or 6pm    | 5-minute break with announcements | Have wireless ready              |
| ~5:50pm or 6:05pm | Resume show                       |                                  |
| 7:30pm            | Load out                          |                                  |

### **Dinner Seating**

Two hot dinner meals will be provided. Players can eat at 4:30pm.

1 Gluten free/1 Vegetarian

### **Announcements**

Document will be provided with list of sponsors.

There will also be a VIP sponsor, so we can give them a special shout out.

At the end, announce a thank you and remind people of event the next morning, more info on day of.

### **Explicit Lyrics:**

PG-13

### **Songs To Avoid:**

No line dances please

### **Must Play Songs:**

Top 40 For 55 Middle America Crowd, Sweet Caroline, Etc... - *by (Live)*

September - *by EWF (Live)*

### **Tipping:**

No

### **VIP Branding Wrap**

Players, please find the simple instructions on how to apply the wrap here: <https://youtu.be/OYODK8s37gs>

**Additional Information:** There will be some people from "3-letter organizations" who might be a little more hesitant to let loose, just to be aware.



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## Miscellaneous Information

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### **Wireless**

**Details:** There is no name/password. You may have to create a hotspot.

### **Other**

#### **Performer's Attire - Other**

This is a legislative fly in, so red white and blue are the colors. Would love cocktail attire in these colors.

#### **Performance Expectations - 2**

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.

A lot of dueling piano banter and comedy. A little focus on 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 08:30 pm**

**Additional Information:** Avg age is 55yr old men and women. They will be tired from walking around Capitol Hill all day. Looking for fun and upbeat, doubt there will be much dancing. This group tends to be toe tapper who enjoy live music and may sing along to sweet caroline.

FELIX AND FINGERS  
DUELING PIANOS

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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 tipping allowed
- No alcohol
- No children
- No sound ordinances
- No wireless access
- 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](#)