

Gala for the Grove/Center Grove Education Foundation Fundraising Event

General Information

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

Performers

- Christopher Heroldt - chrisheroldt@gmail.com - 7082034790 (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

04/12/2025 - 06:00 pm - 11:00 pm EST

Location

Garment Factory Events
101 E Wayne St
Franklin, Indiana 46131-2430

Contact Person(s)

Jennifer Rakow
(317) 371-7866
jrakow@centergrovefoundation.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 04:00 pm

Please Note: Vip bar area cocktails starting at 6-7 (Sound handled by venue.) main room cocktails starting at 6:30 (We provide sound. DJd backround music.)

upstairs dinner area 7:30 (Sound handled by the venue.)

main area afterwards for our set up. (Our only sound set up.)

Expected number of guests:

375-400

Contacts

Venue Manager:

Bri Brems

(317) 868-8227

Brianna@garmentfactoryevents.com

<https://www.garmentfactoryevents.com/>

Upgrades

- Mini-shells

Files

- [Room-Layouts.pdf](#)



Gala for the Grove/Center Grove Education Foundation Fundraising Event

General Timeline

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

Itinerary

Time Frame	Activity	Notes
6:00 - 7:00 PM	VIP Reception	lounge area.
6:30 - 7:30 PM	Cocktail Hour and Silent Auction	we will provide background music DJd
7:30 - 9:00 PM	Dinner and Program	upstairs (We are not involved in this at all). We'll eat at 7:30 in the lounge area)
9:00 - 11:00 PM	Dueling Pianos	Live set.

Dinner Seating

7:30 PM in the Lounge

Announcements

7:15 PM - First call to dinner: "Gala guests, please make your way upstairs. Dinner service will begin at 7:30 PM"

7:25 PM - Second call to dinner: "Gala guests, please make your way upstairs. Dinner service is about to begin."

call the organization "the education foundation"

Explicit Lyrics:

Not concerned

Tipping:

Yes

Alcohol/Bar

Type: Combination/Other

Details: VIP Reception from 6:00 PM - 7:00 PM is an open bar.

Cocktail hour begins at 6:30 PM. The cocktail hour and remainder of the evening is a cash bar.

Gala for the Grove/Center Grove Education Foundation Fundraising Event

Miscellaneous Information

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

People To Include In Show

Gregg Allen - sponsor. Claims he is the king of karaoke.

Wireless

Details:

Please Provide The Name Of The Connection And Password

Wireless Name

Password

GFEC

1324@GFEC

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 Fundraising Performer Guide!](#)

Departure And Load-Out

We must be packed up and out of the venue by 11:59 pm

Gala for the Grove/Center Grove Education Foundation Fundraising Event

Gear Check And No-List

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

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](#)