

# TREPAC Fundraising Event Fundraising Event

## General Information

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

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### **Performers**

- Andrew Dethloff - andrew@felixandfingers.com - 281-638-3979 (Piano)
- Bethany Lorentzen - voicebybethany@gmail.com - 214-929-9856 (Piano)

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

- Bethany Lorentzen has the following food allergies: Gluten

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

08/07/2025 - 06:00 pm - 10:00 pm CST

### **Location**

Sweet Hills Wedding & Event Center  
11361 TX-300  
Longview, Texas 75605

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

Bre Lytle  
(806) 543-3623  
bre@laaronline.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 01:00 pm

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

130

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## General Timeline

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### Itinerary

Time Frame	Activity	Notes
5:30 PM	Doors Open	Open Bar/Buffer (whole event)
6:00pm- 8:30pm	Live Auction- Bottle Auction & Big Ticket Item	Bre and team walking around
6:00 PM - 6:45 PM	Dueling Pianos	ease in
6:45 PM ~ 7:15 PM	Name that Tune	might be shorter/longer
7:15 PM - 8:15 PM	Dueling Pianos	more energy
8:15 PM - 9:15 PM	Heads or Tails	Emcee
9:15 PM - 10:00	Thank everyone for coming. Wrap up	DJ music

### Dinner Seating

All event buffet. Doors at 530. Eat early

### Announcements

We will have an online auction throughout the event that will close at 8:30pm. We typically send out emails/ texts to inform the bidders 30 minutes out and 10 minutes until it closes.

Thank you jingle for two big sponsors: U.S. Title Company and East Texas Home Inspection. Bre providing info for this\*\*

Also smaller thank you to other sponsors. Bre providing list.

### Explicit Lyrics:

N/A

### Tipping:

No

### Alcohol/Bar

Type: Open

**Additional Information:** Bottle auction - someone will walk around so people can bid. Guests know it's a bottle, but not a bottle of what. There is a riddle that makes it seem like it's expensive, but more of a gag gift.

Single big ticket item - guests know what it is. Someone will walk around. Guests bid. It's a Ranger's ticket package. 4 seats, parking pass, all inclusive drinks and meals, \$1350 total value

We also, plan on have 2 games as an additional fundraiser...

Name that Tune- we will have 6 white boards, where people will pay to play and we will have a sign up sheet. Bre and team will run boards and logistics. We'll work out what songs will be best.

If they get it wrong, they have to sit down, but if they win- they will get tickets each time.

Last game- heads/ tails. We will sale rings throughout the night and one to play this towards the end of the night. Last one standing will get a prize.



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## Miscellaneous Information

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

Honor TREPAC committee. "Thanks for your help, etc"

### **Wireless**

#### **Details:**

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

**Wireless Name**

**Password**

tbd

tbd

### **Other**

**Performer's Attire** - Cocktail (Women: an above-the-knee hem is appropriate, or an evening pantsuit. Men: suit, tie optional.)

**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 12:00 am**

**Additional Information:** Purple is the TREPAC color. Not mandatory, but appreciated.

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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 venue manager
- 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](#)