

# **SOUTHWEST CONTRACT PARTNER APPRECIATION EVENT Corporate Event General Information**

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## **Performers**

- Janessa Cardillo - janessa.cardillo@gmail.com - 216-505-3689 (Piano)
- Michael Sherman - msherman@felixandfingers.com - 5135181471 (Piano)

## **Entire Event Day Time Frame**

06/29/2025 - 06:30 pm - 10:30 pm EST

## **Location**

COSI  
333 W Broad St  
Columbus, Ohio 43215-2738

## **Contact Person(s)**

Lee Thompson  
(615) 870-9062  
leejr@swcontract.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 04:30 pm

## **Expected number of guests:**

250

## **Upgrades**

- Mini-shells

# **SOUTHWEST CONTRACT PARTNER APPRECIATION EVENT Corporate Event General Timeline**

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## **Itinerary**

| <b>Time Frame</b> | <b>Activity</b>               | <b>Notes</b>          |
|-------------------|-------------------------------|-----------------------|
| 6-30              | guests arrive - food stations | dj background music   |
| 7-8               | access to star wars exhibit   |                       |
| 8-10:30           | dueling pianos                | short break if needed |

## **Dinner Seating**

grab from stations

## **Announcements**

lee may grab mic for a quick thank you at some point.

museum is open to guests all night

## **Explicit Lyrics:**

Use your own discretion

## **Tipping:**

Yes

## **Alcohol/Bar**

Type: Open

# **SOUTHWEST CONTRACT PARTNER APPRECIATION EVENT Corporate Event Miscellaneous Information**

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## **Wireless**

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

## **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 Corporate Events Guide!](#)**

## **Departure And Load-Out**

**We must be packed up and out of the venue by 11:30 am**

# **SOUTHWEST CONTRACT PARTNER APPRECIATION**

## **EVENT Corporate Event**

### **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 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](#)