

1: Welcome

WHITE HOUSE OFFICE OF PERSONNEL MANAGEMENT

Congratulations on your election to the Presidency. We're looking forward to supporting your administration. Before you take office, please tend to a few small tasks: provide an **emergency contact**, complete a **packing list**, and **sign the oath of office**. This should take only a few minutes.

**What you'll need:**

- **Basic information about the person you choose to be your emergency contact**
- **Access to your luggage and clothing items**

Get Started

2. Emergency Contact

WHITE HOUSE OFFICE OF PERSONNEL MANAGEMENT

Emergency Contact

Packing List

Oath of Office

An emergency contact is normally a trusted friend or a close family member, and should be someone who will not be living in the West Wing with you.

First Name

Last Name

Relationship (e.g. Mother, Friend...)

Date of Birth optional

Select Month ▼

Day

Year

Phone Number

E-mail Address optional

Favorite Member of the Beatles

☐ John

☐ Paul

☐ George

☐ Ringo

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3. Packing List

WHITE HOUSE OFFICE OF PERSONNEL MANAGEMENT

✓ Emergency Contact

Packing List

Oath of Office

As you move into your new home, you will need the following items to effectively execute your duties of office. It's also important to pack essential clothing articles. Check each item below as you pack it into your luggage. Proceed when all items have been checked.

Clothing

☐ Casual socks (10 pairs)

☐ Business Socks (10 pairs)

☐ Amercan Flag T-shirt

Office Supplies

☐ Nuclear Codes

☐ Veto Pen

☐ Sour Patch Kids

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4. Oath of Office

WHITE HOUSE OFFICE OF PERSONNEL MANAGEMENT

✓ Emergency Contact

✓ Packing List

Oath of Office

The U.S. Constitution (Article II, Section 1) requires that you agree to the following oath or affirmation before executing the duties of office:

I do solemnly swear (or affirm) that I will faithfully execute the office of President of the United States, and will to the best of my Ability, preserve, protect and defend the Constitution of the United States.

To indicate your agreement, enter your name below. This will serve as your binding signature.

Signature

Your Full Name

Previous

Finish

5. Success

WHITE HOUSE OFFICE OF PERSONNEL MANAGEMENT

✓ Emergency Contact

✓ Packing List

✓ Oath of Office

Congratulations. You are now President of the United States.

If you have any questions or concerns, please contact a Human Resources representative at 202-222-3333 or [hr@whitehouse.gov](mailto:hr@whitehouse.gov).

Finish