Day of Event Information

Contacts

Event Planner	Head of Security	Facilities Director
Extension: -1231	Extension: -4235	Extension: -6483
Radio Channel: 2	Radio Channel: 3	Radio Channel: 3

Timeline of Event

5:30 AM - All staff arrive at venue

7:30 AM - Main Doors open to venue for registration and check-in

8:00 AM - Auditorium doors open, initial attendee load in

8:30 AM - Opening Address

9:00 AM - Session One breakout

10:00 AM - Morning Keynote Speaker

11:30 AM - Break for lunch (served in back hall)
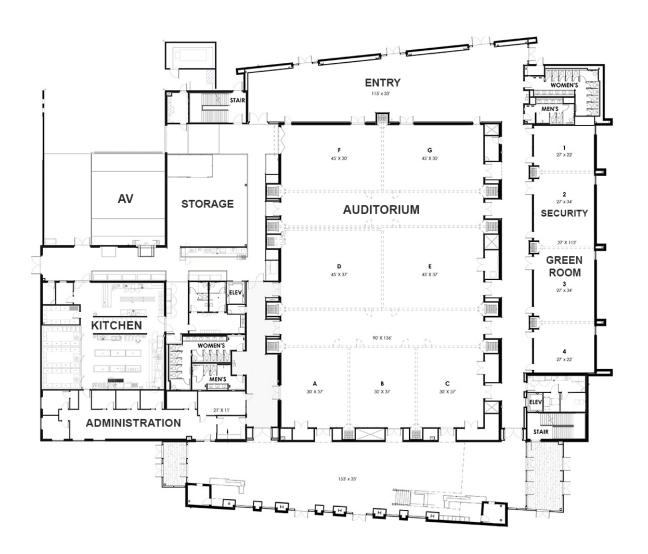
12:30 PM - Session Two breakout

2:00 PM - Afternoon Keynote Speaker

3:00 PM - Networking

4:00 PM - Closing Remarks

Floor Plan

ENTRY
11.5' x 33'

STAIR

WOMEN'S

MEN'S

AV

STORAGE

1
27' x 22'

F
45' X 30'

G
45' X 30'

AUDITORIUM

2
27' x 34'

SECURITY

27' X 11.2'

GREEN
ROOM

D
45' X 37'

E
45' X 37'

KITCHEN

3
27' x 34'

ELEV

90' X 136'

WOMEN'S

MEN'S

4
27' x 22'

A
30' X 37'

B
30' X 37'

C
30' X 37'

21' X 11'

ELEV

ADMINISTRATION

STAIR

153' x 33'

H   H   H   H