

**From:** Veldran, Katherine  
**To:** Kelly Barbrey <KBarbrey@Columbiaauthority.com>  
**Date:** 8/27/2015 1:40:58 PM  
**Subject:** RE: Governor's 49th Annual Carolighting - email draft

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KB - I think the email should come from the CVB as the presenting sponsor! 😊

Below are some suggestions for the group email – *hope the suggestion make sense*. I am free till 3:00pm if you want to do a call.

Hope all is well.

Thank you,  
Katherine

Greetings from the Columbia Chamber CVB!

Mark your calendars and get excited for the 49th Annual Governor's Carolighting!!

**49th Annual Governor's Carolighting**  
**Monday, November 30, 2015**  
**Statehouse Grounds**  
**7:00pm – 8:00pm**

Thank you for the great interest in this year's Carolighting! The Columbia Chamber CVB as the presenting sponsor looks forward to working with you to make this year's Carolighting the biggest and brightest! Our goal is to have all participation commitments by Wednesday, September 9.

We will be hosting the first **pre-production meeting Tuesday, September 15, 2015 at 8:30am**. We have reserved the Congaree Room at the Convention Center (lower level - follow the signs). There is parking in the Convention Center lot for first-come, first-served basis. Overflow paid parking is available in the Park Street Garage across the street from the Convention Center if the complimentary lot is full.

We hope to see you there. Please email \_\_\_\_\_ to confirm you attendance.

We value your talent, your time and your partnership!

For more information feel free to contact:

Kelly Barbrey

Lee Ann Kornegay - [lakornegay@gmail.com](mailto:lakornegay@gmail.com) 803-237-1793

Thank you,

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*I think we leave the information below for the one-on-one meetings and/or the pre-production meeting:*

*Some things to consider before we meet:*

*We would like the music selections to be upbeat, festive and joyful.*

*Because of time restrictions we ask that you be flexible regarding what you perform, how many selections and the option of performing more collective "sing along" choices.*

*For instance - it may be that you perform one selected song or piece that you have rehearsed and others that will be group or audience participation arrangements.*

*Thank you for your understanding on this.*

