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Subject: The 49th Annual Governor's Carolighting (Instrumental Prelude begins at 6:30 PM)
Location: North Side Front Steps, South Carolina Statehouse
When: 11/30/2015 7:00:00 PM - 8:00:00 PM

Advance: Brandon Landrum (Westside)
(803)260-0783
Terris Green (Eastside)
(803)608-6137

Lead Vehicle: Jeremy Weis (Sit Behind Family)
(803)260-0848

Follow Vehicle: Dean Johnson (Walk Family up and then reposition Westside)
(803)608-2103

EVENT: The 49th Annual Governor's Carolighting

TEMPERATURE: High: 70' Low: 54'

DATE: Monday, November 30, 2015

TIME: 7:00PM

Festivities begin at 6:00PM

- 6:00PM Santa Arrives
- 6:00 – 6:45PM Pictures with Santa with complimentary cookies & hot chocolate

Music begins at 6:45PM

Live broadcast begins at 7:00PM

LOCATION: Statehouse – North Side Front Steps

VENUE LAYOUT: Podium on platform

DRESS: Business

PURPOSE: The lighting of the South Carolina Christmas tree

BACKGROUND:

- SPONSORS:
 - Columbia Metropolitan Convention & Visitors Bureau
 - The Columbia Garden Club
 - The Garden Club of South Carolina
- #GovernorsCarolighting2015
- MC: Nigel Robertson of Greenville WYFF 4
- Entertainment:
 - Hallelujah Singers
 - Emanuel AME Church
 - Derher High School

- o Furman Bell Tower Boys
- o Carolighting Children's Choir
- o Fort Jackson Own 282nd Band Brass Choir
- o Southern Bronze Handbell Ensemble

MEDIA PLAN: Streaming live on ETV

PUBLIC: Yes

INTRODUCED BY: Bill Ellen, President & CEO Midlands Authority For Conventions, Sports & Tourism

SPEAKING TIME: 5 mins

SUGGESTED TALKING POINTS:

Ceremony Timeline:

7:00 PM - 7:02 PM	The Opening Fanfare – Welcome and Introduction – Nigel Robertson
7:02 PM – 7:03 PM	“Governor’s Christmas Fanfare” – Ft. Jackson’s 282’s Band Brass Choir
7:02 PM – 7: 03PM	First Family walks down steps to take their places on the platform
7:03 PM – 7:04 PM	MUSIC
7:05 PM – 7:06 PM	MUSIC
7:06 PM – 7:09 PM	MUSIC
7:09 PM – 7:10 PM	Invocation – Pastor Kersey
7:11 PM – 7:13 PM	MUSIC
7:13 PM – 7:16 PM	MUSIC
7:17 PM – 7:21 PM	MUSIC
7:21 PM – 7:22 PM	Acknowledgements - Mayor Stephen Benjamin
7:23 PM – 7:25 PM	MUSIC
7:25 PM – 7:27 PM	MUSIC
7:27 PM – 7:31 PM	MUSIC
7:31 PM – 7:35 PM	MUSIC
7:36 PM – 7:37 PM	MUSIC
7:37 PM – 7:38 PM	Introduction of Governor – Bill Ellen
7:38 PM – 7:44 PM	Christmas Message – Governor Nikki R. Haley
	o Nigel will thank Governor and ask the First Family and Major Benjamin’s family to join at the podium for introductions.
	o Nigel will ask Governor to start the tree lighting count down 10,9,8,7...
	<i>Families together will count VERY LOUDLY - people under tree to light it based on countdown.</i>
7:45 PM – 7:48 PM	MUSIC
7:48 PM – 7:51 PM	MUSIC
7:52 PM – 7:53 PM	Benediction – Pastor Kersey
7:53 PM – 7:57 PM	MUSIC
7:57 PM – 7:58 PM	MUSIC
7:58 PM – 8:00 PM	Enter Santa on platform to take pictures with the Governor and Mayor
8:00 PM – 8:01 PM	The Closing Fanfare – Ft. Jackson’s 282’s Band Brass Choir/PROGRAM ENDS

CEREMONY:

- VIP guests will arrive in the lobby of the Statehouse at 6:15 PM.
- Escorted to their seats at 6:30 PM
- First Family will take elevator up to 2nd floor lobby at 6:55 PM.
- First Family will walk down from the top of the steps at 7:03PM (*KV will be there to alert when to start*).

POST CEREMONY

- First Family will be escorted into the Statehouse for the VIP reception.

RECEPTION

- First Family will attend reception in lobby of Statehouse special guests of ceremony.
- Performances by Hallelujah Singers and Furman Tower Boys– starting at 8:15 PM.

- Sam Holland will be there taking Gov pictures
- “Santa” will attend reception
- Cookies and hot cider will be served

PODIUM SEATING	
1	Governor Nikki Haley Governor's Christmas Message
2	Michael Haley First Gentleman
3	Nalin Haley First Family
4	Rena Haley First Family
5	Jeremy Weis Security Detail (sit behind)
6	Pastor Jeff Kersey Invocation / Benediction
7	Mrs. Lynn Kersey
8	Bill Ellen MACST Board Member -Introduction of Governor Haley
9	Mayor Stephen Benjamin Acknowledgements
10	Mrs. Benjamin
11	Jordan Grace Benjamin
12	Bethany Benjamin
13	Major General Roger L. Cloutier Commanding General, United States Army Training Center and Fort Jackson
14	Mrs. Diane Cloutier
15	Nigel Robertson MC
16	Sammy Hendrix MACST Board Member
17	Betty Hendrix
18	Lt. Governor Henry McMaster
19	Mrs. Peggy McMaster
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