

From: Clark, Alex <aclark@scommerce.com>
To: 'Parker Harrington' PHarrington@longcoveclub.org
CC: Veldran, Katherine KatherineVeldran@gov.sc.gov
Noel, Jennifer jnoel@scommerce.com
Date: 4/6/2012 9:17:06 AM
Subject: RE: Follow-up for FGI

Wonderful ... have a nice, long weekend. ;)

Alex Clark
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From: Parker Harrington [mailto:PHarrington@longcoveclub.org]
Sent: Friday, April 06, 2012 9:16 AM
To: Clark, Alex
Cc: Katherine Veldran (katherineveldran@gov.sc.gov) (katherineveldran@gov.sc.gov); Noel, Jennifer
Subject: Re: Follow-up for FGI

Hi Alex, this all sounds great! I will start on these items and be in touch Monday.

Sent from my iPhone

On Apr 6, 2012, at 9:00 AM, "Clark, Alex" <aclark@scommerce.com> wrote:

Good morning Parker,

Happy Friday!

As a follow-up to our conversation yesterday:

- 1.) **Flowers:** We would like to have floral centerpieces for the lunch tables as well as the buffet/dessert tables. Per our conversation yesterday, we're probably looking at \$300-\$350.
- 2.) **Signage:** We are good to move forward in having the signage made for the large outside welcome and the welcome poster for the foyer in the Clubhouse (approx.. \$150 total). We also discussed with Katherine yesterday the idea of having a short welcome letter signed by the Governor along with the morning's itinerary (side-by-side). Everyone was in agreement on moving forward with that idea. Will you print these or do I need to bring?
- 3.) **Registration:** We would like to have a registration table with two chairs in the foyer of the

Clubhouse.

- 4.) **Table cards:** Would you mind printing numbers 1-8 to put at each table for lunch? We'll leave it up to you if you want to work into the centerpieces (y'all know what looks best). I'm working on the table assignments so we can let guests know which tables they are sitting at when they arrive for lunch. I'll forward as soon as that's complete.

What have I missed? Thanks for everything, and I'm in today if you have questions. We're looking so forward to next Friday!

Thanks,
Alex

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