

RE: tonight rundown

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Cc: Claude Wan <claudewan@[REDACTED]>, Kenrick Cheah <kenrick@[REDACTED]>
Date: Thu, 12 Mar 2015 12:53:55 +1100
Attachments: Rundown.xlsx (11.31 kB)

In regards to tonight's rundown, this is the one we stick to for the flowing of proceedings

Warmest Regard

Hon. Ernest Wong

Member of NSW Legislative Council

New South Wales Parliament House

Macquarie Street Sydney NSW 2000

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RUNDOWN

- 3:00 Tables set up
reception set up floor plan
Banners Stand Luke's banner
placards
programs on tables
head table place cards
sound system
prizes
- 5:00 sound check
volunteers briefing
- 6:00 Guests arriving
- 7:00 Receive Luke Foley
remain upstanding for national anthem
- 7:15 Ernest and Simon calls to order (Volunteers stand by to keep silence)
Linda Burney indigenous welcome
Introduce VIPs and housekeeping (raffles \$5 @ ticket or \$200 @ 100 tickets and keep silence)
- 7:20 Jonathan Yee welcoming speech
Jamie Clement Speech
Ernest Wong thanks the attendees (friends of Labor and union) introduces The Hon Luke Foley
- 7:30 Hon Luke Foley
- 7:35 MC tags on raffle tickets -
- 7:40 O'Bray Smith introduces Bill Shorten
- 7:45 Bill Shorten Speech
Group photos MPs, Candidates and Chinese friends of Labor Dinner served (sell raffles)
Collect Table money
- 8:00 Kenrick Cheah introduces candidates to come on stage
7 Lower house candidates speaks for 1 min per person
- 8:45 Luke mingles with tables
- 9:00 Entertainments - Simon Zhou and James Zhou (thank volunteers another raffle sale)
Simon Zhou
Ernest Wong
Female singer