



# ASI Inauguration Day

June 20, 2018 at 4:30 PM  
Los Angeles Rooms, U-SU

- 9 AM** Check in with U-SU to see if rooms are ready
- 9:30 AM** Dena brings in flowers and center pieces
- 10 AM** Adriana arrives to the ASI Office
- 1 PM** Check into LA Rooms
- 2 PM** Irene sets up round black table cloths
- 3 PM** Finishing touches to room (flowers, decorations, etc.)
- 3:30 PM** Inaugurates arrive and are offered a run-through of the program
- 3:45 PM** Start music
- 4 PM** Student Staff at entrance handing out programs
- 4:30** Ceremony begins
- Intef speaks introducing guests
- David Speaks & Introduces ASI Members
- President Covino conducts Oath of Office after every member is introduced
- ASI President Speaks
- David ends Ceremony
- 5:15 PM** Food delivered (buffet style)
- 6 PM** Guests begin to leave
- 6:30 PM** Must be out with all materials picked up (table cloths, center pieces, other decorations)

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