
2012 HIGH SCHOOL ARTS AWARDS BANQUET ADMISSION INFORMATION

Please copy this information, as well as the enclosed directions, and distribute to **EVERYONE ATTENDING** as this is your final confirmation and arrival instructions.

*****Award Recipients, please note specific instructions for you.*****

THE DATE:	<i>Monday, April 9, 2012</i>
THE PLACE:	<i>Aqua Turf Club, Plantsville, CT</i>
ARRIVAL TIME:	<i>5:00 - 5:45 p.m.</i>

A map with directions to the Aqua Turf is enclosed or you can visit our website for door-to-door directions at www.casciac.org/directions.shtml. The parking area will be immediately visible as you enter the Aqua Turf grounds. Entry to Kay's Pier Banquet Hall is on the right, through the tall hedge along the driveway, impossible to miss. Attendants will be on hand to guide you.

This letter will serve as your admission to the banquet. **Since all seating is assigned, no one will be admitted who has not previously been registered. We cannot guarantee additional seating at your table the night of the banquet as more than one school may be assigned to the same table.** Award recipients, their registered guests, and school officials will be seated together.

Registration is in alphabetical order by the town in which schools are located. Upon arrival, the **Award Recipients ONLY** should proceed to the registration area to check in and receive their nametags. **Nametags must be worn at all times.** Parents, guests and school officials should go directly to their table. A table chart is located near the grand staircase in the lobby and your meal tickets will be in an envelope on your table (*Pink=Beef, Yellow=Chicken, White=Vegetarian*).

The program will begin promptly at 6:00 p.m. with greetings, introductions, dinner and remarks. Please be seated before 6:00 p.m.

*****Award Recipients***:**

- When it is time for awards (following dessert), a CAS staff member will come to your table and direct you to the presentation area. **Remember to wear your nametag. (Do not remove, fold or tear.)** Please remain seated until then.
- When you reach the lobby, you will give your nametag to a CAS staff member.
- When you reach the presentation area, it is important that you come to a full stop, smile, accept the plaque in your left hand and shake hands with the presenter and with whoever is on the platform. A professional photographer will take your picture. Information regarding the photographer will be available in the event's programs, which will be on all tables that evening.
- Once you have received your plaque, continue in the same direction as you work your way back to your table.

Guests should not approach the platform to take pictures during the ceremony as it will interfere with the photographer. Also as a courtesy to all award recipients and guests, please remain at your table until all students have received their awards and have been acknowledged with applause.
