



October 1, 1996

H. Tracy Hall
1711 Lambert Lane
Provo UT 84604

Dear Tracy:

Greetings once more. We are finally in Homecoming month, and since time is getting closer here are a several last minute details. Just sit down with Ida-Rose, a glass of milk and a plate of cookies and try to digest everything I've written here. I have enclosed several items, so please read though each piece.

Times and places for each event

Thursday-7:00 pm **Honors Banquet** Cougar Club Room @ Stadium
Friday-8:00 am to noon **Career Connections** Garden Court @ ELWC
Friday-4:30-5:30 pm **Reception** @ Ellsworth Building
Friday-5:30-6:45 pm **Island Bar-B-Que** @ Ellsworth Building
Friday-6:50 pm **travel in van** to Marriott Center
Friday-7:30-9:45 pm **Spectacular**
Saturday-7:30-8:15 am **Continental Breakfast** room 2265 HCEB
Saturday-8:30 am **Parade** begins in Marriott Center parking lot and ends at Haws field. We will have vans to take you back to your car.
Saturday-11:00-noon **Buffet in the Presidents Loge** BYU Stadium
Saturday-noon **BYU vs UNLV** Presidents Loge BYU Stadium
Saturday-7:00 pm **Park in Horseshoe** north of Marriott Center
Saturday-7:30 **Spectacular**

Dress for each event

Thursday Banquet - Sunday best
Friday Career Connections - casual or suit
Friday Reception/Bar-B-Q - Dressy casual or Hawaiian attire
Friday Spectacular - Tuxedo - Semi or Best dress women
Saturday Parade - suit and tie optional
Saturday Buffet/FB ball game - suit and tie optional
Saturday Spectacular - Tuxedo - Semi or Best dress women

Tuxedo

Will you please pick up your tuxedo at Clarks on University Avenue and be sure it fits. If there are alterations needed, contact them immediately so they can get it taken care of.

Brigham Young University
Alumni Records Office
Alumni House / PO Box 22440
Provo, UT 84602-2440
(801) 378-6740 / 1-800-437-4663
FAX (801) 378-2241

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Thursday Honors Banquet

I will meet you at the Cougar Club Room by 7:00 pm to show you to your table. The Cougar Club room is on the north end of the west bleachers at the Stadium. I have enclosed a map to help you find it. Your award will be presented by the Alumni Association president, Tom Hart, and you may give a 1-2 minute response. I will collect your award after the banquet as it will be presented again the next two evenings.

Friday Career Connections

I will meet you by 8:00 am in the Garden Court of the (ELWC) Ernest L. Wilkinson Center and show you your assigned cubicle. We appreciate your participation in this activity and think it will be very enjoyable for you.

I have enclosed a campus parking pass to be used when you park on campus. You can park in any of the A, C, G, R, or Y parking lots. Be sure to hang it from your rear-view mirror. As you may know, there is lots of construction on campus, so allow yourself a little extra time to get places.

Friday Line assignment for the reception

I would like you to stand in the reception line in this order: Gary Benson, Harold Brown, Kristin and Val Sheffield, Robert Driver, H. Tracy Hall and Fred Schwindeman. Your wife is invited to stand with you. We will have chairs for you to sit on if needed, and chairs for guests to sit on while visiting.

Bring your Tuxedo etc., to the reception and we will put them in our van.

Friday Island Bar-B-Que

I would suggest your family and friends attending the reception and Island Bar-B-Que get in line for dinner as quickly after 5:30 as possible. We will usher you to the head of the line immediately after the reception breaks up so you can eat dinner with your family before going to change clothes.

Friday Transportation from reception to Marriott Center

It will be best for me to transport you from the Ellsworth Building to the Marriott Center in one of our campus vans. That way, I can get you to the changing rooms all together, without getting stuck in traffic. We will take the elevator to the lower level, go to change clothes, then to your assigned seats on the front row.

Reserved parking at Marriott Center

If each of you would arrange for a family member to drive your car from the Ellsworth Building to the reserved parking in the north horseshoe at the Marriott Center there will be one reserved spot for them. The enclosed map will show where the horseshoe is. Just have the driver of your car give your name to the traffic person and it will be cleared on a guest list.

Friday Spectacular

The presentation of your award will happen this way: I will direct you from your seat to the pit area during the Young Ambassadors "Neighborhood" number (the second in the program). You will then be escorted up the steps to the stage as your introduction is being read, receive your award and exit back down the front of the stage where I will collect the awards and usher you back to your seat. Enjoy the rest of the Spectacular and I'll meet you again afterwards to take you to collect your clothes and return you to your car.

Saturday Dignitary Continental Breakfast

Breakfast provided in room 2265 HCEB, the Harmon Continuing Education Building, east of the north Marriott Center parking lot. You will be assigned a car with a sign on the side identifying you as an Award recipient.

Saturday Parade

Begins at 8:30 am sharp. Family members may ride with in your car if you would like. I will meet you at the end of the parade with a van to return you to your car.

Saturday President's Loge Buffet and Football game

The buffet is one hour before the noon starting time for the football game with (UNLV) University of Nevada Las Vegas. Note: to get to the President's loge, pick up your tickets at the president's guest booth at the west stadium gate closest to the cougar statue. You will be directed to the loge from there. I could drive you to the guest booth in the van after the parade.

Saturday Spectacular

At Saturday's Spectacular, you should be in your seats by 7:15 pm. My assistant, Sally Ripple, will be at there to offer any assistance you may need. After the Saturday presentation the award is yours to keep.

Pictures

A campus photographer will take pictures during the awards presentation as you each receive your individual award. I'll send you a couple of copies when I receive them.

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Tickets

I will have your tickets in my office by Friday, October 4, if you would like to pick them up. Otherwise they will be given to you in a packet on Thursday night at the Honors Banquet. If you find you need additional, just give me a call and I will see what I can do.

Tour of campus

If you have extra time on your hands, I could arrange a tour of campus in one of our campus carts. It could be Thursday or Friday depending on any other scheduling you may have. It can be a quick tour for about an hour or even longer, up to three hours, if you prefer. If you are too busy, but your family would like to take the tour, I can make arrangements.

Name on wall plaque

Your name is engraved on a large wall plaque in the lobby of the Alumni House, if you have a chance stop by and see it.

That's all, so between this short book I've written and the nutshell itinerary, I hope I have covered all the bases. Please feel free to call me at any time, I'm here to help you have a good time.

Sincerely,



DyAnn P. Houston
Alumni Records Manager

225-85-25

Enclosures