

Elizabeth Glaser Pediatric AIDS Foundation
A Time for Heroes
2018 Itinerary

5:00 am	Production team arrives
7:00 am	Stephanie (Event Lead) arrives
10:00 am	PR/Media/Celebrity Consultants arrive
	Food Vendors load in
10:30 am	EGPAF Staff arrive Sound Check
10:45 am	Staff Meeting / Venue Walkthrough
11:00 am	Valet arrives
11:15 am	Media arrives
11:45 am	Step and Repeat Opens
12:00 pm	Guests arrive
1:30 pm	Step and Repeat soft close
2:20 pm	Program announcement from DJ Activities and Food Booths close
2:25 pm	Program Remarks – Chip, Susie and Susan
2:28 pm	Program Remarks – Josephine
2:31 pm	Program Remarks – Willow
2:34 pm	Program Remarks – Jake
2:36 pm	Thomas (musician) to the stage
3:00 pm	Event ends Breakdown begins