

Marshals and Banner Bearers--Commencement, June 3

Kim Cardascia

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 1 attachments (28 KB)

Marshals and Bearer Roles 053019.docx;

Good afternoon:

With only a few days to go until commencement, here is more information about your duties and arrival times as marshals and banner bearers. Thank you again for performing this important ceremonial role at our commencement on June 3, 2019!

[To ensure that every volunteer is fueled up and ready to go, we will have lunch for volunteers on Monday, starting at 1:00 in Namm 119.](#) If you're on campus, please stop in to say hello and grab a sandwich and something sweet. You are also welcome to the refreshments in the Qatar Airways Lounge at Barclays center from 4:30 – 6:00.

The attachment has the formal layout of your duties, and your arrival information is below.

- Arrive at Barclays Center by 4:30 through the security entrance on Dean Street between Flatbush and 6th Ave (next to the loading dock)
- Please bring academic attire and a photo ID, and keep additional personal belongings to a minimum, although we will have an area where you can leave your things during the ceremony
- Once you've passed the metal detector, sign in and pick up your volunteer badge at our volunteer-staffed table
- [Meet me in front of the stage for a 4:45 walkthrough and orientation](#)
- Relax in the Qatar Airways Lounge until 5:40
- Be in your start location by 5:45

Please send me your phone number and keep mine on you (646-361-0143) in case you have any questions or run into any delays the day of the event.

Let me know if you have any questions--I'm looking forward to working with you. Have a great weekend!

Best regards,
Kim

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