

PROMOTERS' & 2CC'S RESPONSIBILITIES

Peter Allen	Ensure that Peter Allen attends ceremony and reception. (However it may be that he will not arrive until a few minutes after 2pm and stay only a short while at the reception).
Fred Daly	2CC has made arrangements for Fred Daly to attend.
P.A. System	2CC to provide and set up.
Exchange of Gifts	Promoters/2CC to discuss with Peter Allen whether he wants to give an autographed record in exchange for the keys and scroll.
Background Music at Reception	2CC has been asked to provide music, including Peter Allen's records.
Promotion at Petrie Plaza	2CC will be setting up P.A. system at lunchtime and will make regular announcements about the function in between band segments.
Radio Advertising	2CC has been promoting the ceremony and giving away tickets to Peter Allen's concert. However the promotion is not as "high key" as it might have been because of 2CA's involvement in bringing Peter Allen to Canberra.
"People's Key"	2CC to provide and arrange for Canberra people to sign.