



## **GRAND & HONOR AWARDEES** **IMPORTANT DETAILS**

- Please wear formal attire, specifically black-tie tuxedos, or gowns, for the rehearsal and formal photographs.
- Kindly pick up your EEA Gala ticket at the ACEC Registration booth located at the Constitution Level, prior to the Gala Evening.
- **Rehearsal** for the awards program will take place at **2:00 p.m. on Wednesday, May 15<sup>th</sup>**. **Formal photographs** of the award winners **will follow at 3:15 p.m.** Please make sure appropriate representatives of your firm and client are available for the rehearsal, formal photographs, and award presentation at the Gala.
- Up to five **(5) individuals may take part in the formal photographs.**
- Due to time constraints, **only four (4) individuals may accept the award on stage during the actual awards Gala presentation.**  
**As soon as possible and no later than Monday, March 29<sup>th</sup>, please send ACEC:**
  - Up to four (4) names of firm and/or client representatives who will accept the award on stage
  - Firm name(s) and title(s) for each individual
  - Pronunciations of each person's and firm's names

# **IMPORTANT DETAILS - CONTINUED**

- The Gala script will be reviewed with the winners at the rehearsal. **The rehearsal will be the last opportunity to make only necessary small changes to the Gala presentation.**
- Please be sure all firm and client representatives accepting the awards are present at the rehearsal. We will be making final adjustment to take names of your team and client going on stage at the rehearsal.  
There can be **NO CHANGES to on-stage attendees after the rehearsal.**
- Please [click here](#) for EEA Gala Registration. All Gala seating will be pre-assigned by ACEC.
- Rent a tuxedo for the ACEC Engineering Excellence Awards Gala through [M. Stein & Co.](#) Visit their site or call (202) 659-1434 or (301) 703-9422. Mention "**ACEC Group**" for our special rate. **Orders received by April 15 will receive a discount.** Prices: \$105/\$115 (with shoes). After April 15: \$150/\$160. Pick up and drop off at hotel concierge.

# **SCHEDULE & LOCATION**

**WEDNESDAY, May 15, 2024**

## **CABINET ROOM**

(Declaration Level, 1B)

**2:00 pm – 3:15 pm** Rehearsal of Award Ceremony

**3:15 pm – 4:00 pm** Formal Photographs

## **CONSTITUTION LEVEL**

**4:00 pm – 6:00 pm** Red Carpet Interviews

## **INDEPENDENCE BALLROOM**

(Independence Level, 5B)

**6:00 pm** EEA Reception

**7:00 pm** Greetings and Introductions

**7:05 pm** Presentation of the Colors  
The National Anthem

## **SCHEDULE & LOCATION – CONTINUED**

<b>7:10 pm</b>	Acknowledgement of Sponsors & Award of Merit
<b>7:15 pm</b>	National Recognition Awards Tribute
<b>7:30 pm</b>	Dinner
<b>8:30 pm</b>	EEA Top Awards Program

### **CONSTITUTION ROOM**

(Constitution Level, 3B)

<b>10:00 pm</b>	After-Party Constitution Room A & B
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