

		Peerage Planning: TO DO list
Done?	Who	All of this is "if applicable"
<input checked="" type="checkbox"/>		Set date / Coordinate with TRMs
		Determine if candidate should be notified ahead of time, and if so by whom
		Arrange to get candidate to the event
		Notify Order
		Vigil
		Arrange for vigil site (room or tent) at event - CONTACT AUTOCRAT
		Arrange for chairs/tables/rugs/privacy walls for vigil site
		Arrange for candidates art work to be on display at vigil site
		Arrange for basin, pitcher, water, towel for handwashing
		Assign someone to do the handwashing (pour water; speak)
		Arrange for book/pen for vigil comments
		Coordinate food (food, drinks, serving platters, table, table cloth, cups, plates, napkins)
		Arrange for special garb
		Assign someone to manage the vigil line
		Coordinate guards
		Ceremony
		Arrange for scroll (Coordinate with TRMs and Clerk Signet)
		Determine type of ceremony
		Ask / Coordinate 4 worthies (if 4-worthy type ceremony)
		Laurel
		Knight
		Rose
		Pelican
		Plan for returning "student" belt (notify TRMs)
		Arrange for medallion (write down any medallion legacy!)
		Arrange for cloak
		Other regalia?
		Let TRMs know details of ceremony (who is speaking / what regalia is provided, how best to call person in to court, whether to call person in first or the order)
		After
		Arrange for cleanup
		Remind new Laurel to contact the Principal with contact information