

Dear Senior Parents,

Preparations for Graduation 2019 are well underway which Concordia Lutheran High School conducts at The Embassy Theatre on Sunday, June 2 at 1:00 PM. Concordia holds this event in high regard as a celebration of achievement for this year's class and as a continuation of our school's heritage and tradition. In recognizing the importance of our community's commencement exercise, we continually evaluate the logistics of the event to make it a celebratory day for all.

In cooperation with and at the request of The Embassy Theatre, Concordia will utilize The Embassy Theatre ticketing system to streamline assigned seating for all who attend the June 2 Graduation Ceremony. The Embassy Theatre will assign seats via a random draw to each family. Each ticket will have a unique row and seat number for the holder to occupy during the Graduation ceremony. This means that the ticketing agency computer will arbitrarily select seating for each family. Surplus tickets are made available by The Embassy Theatre in mid-May. Each graduating student may request up to eight (8) tickets. The Embassy Theatre will print the tickets and they will be mailed in April to each household. Please note that split-households will have up to four (4) tickets mailed to each household.

In order to implement this process, each family will need to complete the form/survey at the bottom of this email by March 12. Please only fill this form out once per child. We have sent the form to anyone attached as a parent of each member of the Class of 2019. This data will be used by the ticketing agency to 1) create an account, attached to your email should you lose your tickets and need them replaced; 2) allow for acquisition of extra tickets; 3) provide accessible and handicap seating where needed.

The timeline for this process is as follows:

**March 12** Deadline to complete online ticketing form and request accessible seating. You must complete this step in order to reprint tickets (in case of loss), acquire extra tickets, or obtain accessible seating. **This is a strict deadline.**

**April 10** Tickets mailed home [includes up to 8 tickets per graduating student]

**May 10** The Embassy Theatre Box Office releases surplus tickets [4 tickets per family per day; obtained in person at The Embassy Theatre]

**June 2** Graduation at The Embassy Theatre, 1:00 pm.

Again, we continually strive to make this event enjoyable for all, while coordinating close to 200 families and over two thousand attendees. Congratulations and God's Blessings!

Sincerely,

Mychal Thom - Head of School  
Patrick Frerking - Principal  
Joshua Sommermeyer - Assistant Head of School