



2018 Annual Banquet Table Sponsorship Information

Thank you for considering sponsoring a table at the Wenatchee Valley Chamber of Commerce Annual Banquet, scheduled for Wednesday, March 14, 2018. This program is a great way to highlight your business to the 600 guests by decorating a table or donating to the silent auction. Tables can be elaborately decorated or tastefully simple – there is a prize for the best decorated table! If you have questions about decorating the table or need ideas, please call us or email, chelsea@wenatchee.org. You can view examples at www.wenatchee.org too.

- Tickets:** Your sponsorship includes two dinner tickets for hosts. At least one host should sit at your sponsored table. Additional tickets are available for \$55 per person by Feb. 26th.
- Decorations:** Decorate your table to showcase your business or focus on this year's theme "Honoring the Past & Looking to the Future." Gifts and promotional items are often given to each guest sitting at your table. These gifts can be open for viewing or presented as a mystery to keep guests guessing. Table sponsors can choose to give away their centerpiece amongst the table guests however they like, or it can be a decoration that is kept by the sponsoring business. **When sponsoring a table, you do not have to fill all 10 seats!** Think of your table sponsorship as a marketing opportunity that attracts new customers. We ask that at least one host stay seated at your table to represent your business. Any alcoholic beverages must be gifts TO BE TAKEN HOME and not opened during the event.
- Table Size:** 8' Round – Seats 10.
- Table Cloth:** White tablecloth provided. Feel free to bring your own cloth if you prefer a different color.
- Napkin Color:** Black, White, Ivory, Chocolate, Navy, Light Blue, Dark Green, Purple, Red, Pink, Bright Yellow, and Seafoam Green.
- Electricity:** Sorry, we won't be able to bring electricity to the tables this year.
- Table Location:** Table placement will be decided by a Chamber drawing. If you have a centerpiece that is over 3 feet tall, please let us know, and we can place you accordingly.
- Table Hosts:** Reservation cards will be placed on table for hosts. We ask that at least one host sit at your table to represent your business. If you have additional reservations that you would like to be reserved at your table please let us know in advance.
- Place and Time:** The Banquet will be held at the Wenatchee Convention Center, 121 N. Wenatchee Ave.
- You may access the room on Wednesday, March 14 from 10:00 A.M. to 4:00 P.M.
- Please allow plenty of time to decorate your table.
- Tables must be decorated by 4:00 pm.
- Doors open to guests promptly at 5:30 pm.
- Sponsorship Payment:** Please return the attached form and payment to attn: Wenatchee Valley Chamber of Commerce. P.O. Box 850 Wenatchee, WA 98807-0850, or email form to chelsea@wenatchee.org.
- Silent Auction Items:** Please consider donating to the silent auction. This is also a great opportunity for additional exposure for your business. Donated items need to be delivered to or picked up by the Chamber no later than Tuesday, Feb 27. Please include a detailed description of donated item, value, and if a gift certificate will be provided.

Remember the following items when decorating your table:

Scissors, hole punch, tape, glue, staples, electrical cords, lights (strong tape if you need to keep cords/lights tight or flat to the table), green wire used by florists, twine, rope or string, pens, pencils, paper, ribbon, confetti, lace, tape measure, ruler, camera and a smile...