

Rise and Shine

HOW TO HOST A TABLE

Let us know

Confirm that you'll be serving as a table host for Rise & Shine!

Email Chelsea at chelsea@artsforlifenc.org or call **(828) 772-5339**.

We'll need your contact information and can answer your questions.

Invite your guests

Extend the invitation to friends, family, and colleagues to fill a table of 8 guests (including you). You can also create a Table Team by recruiting a friend or two to help you form your guest list. If you'd like printed invitations to send to your guests, please let us know **by August 15th, at the latest**.

Register your guests

We'll send you a **form to register all of your guests**. You'll need their **name, mailing address, and email address**. You can fill out the form digitally or print it out and write in the information. This form will be due two weeks before the event, on September 14th.

Review the guest list

We will send you a **final guest list on the Monday before the event, asking for your review by that Tuesday**. Let us know if any changes need to be made to your guest list so we can adjust our seating chart. After Tuesday, September 26th, new guests are welcomed but will be added to another table.

Join us

for breakfast! on Thursday, September 28th at 8:30AM.

Plan to arrive at **8:15AM** that morning, to greet any early-bird guests.

Share gratitude

Thank your guests after the event for attending!

We will provide a set of AFL-artist-designed thank you cards to hosts on the day of the event.



Table Hosting

FREQUENTLY ASKED QUESTIONS

Who should I invite?

Friends, family, neighbors, business associates, and community leaders who may not know much about Arts For Life yet, but who share our passion for helping young patients and families in our community. Anyone you believe would be interested in making a gift to support kids through creativity and the arts.

Can I only invite guests who are new to Arts For Life?

No! Our Rise and Shine breakfast is also be an ideal place for those who may already be casually acquainted with Arts For Life or supported us in the past to get more deeply connected with and actively engaged in our work.

What if I don't have a full table?

While we love for our Table Hosts to have a full table, it is okay if you aren't able to completely fill your table! We have guests in the community that come to Rise and Shine on their own, and we are happy to help fill an empty seat or two at your table. You can also consider **forming a Table Team!** Learn more about that below.

What is a Table Team?

If you'd like to be a Table Host but are concerned about having enough guests to fill the table, recruit a friend or two to help! **Your small group of two or three people can serve as a Table Team!** Each of you will invite a few guests to quickly and easily fill up a table.

Can I host more than one table?

If you would like to host more than one table, that is wonderful! Just let us know. If you fill more than 1 but less than 2 tables, not to worry! We will seat additional guests to fill any empty seats. Before the event, we'll be in touch with you to see how you'd like your guests split up between the 2 tables.

How does registration work?

We'll send you a form to register all of your guests. You'll need their **name, mailing address, and email address.** You can fill out the form digitally or print it out and write in the information.

There is a registration link on our website so guests from the community can register themselves. But you and your table guests will NOT need to visit that link.

Other questions?

Contact Chelsea Parrish,
Arts For Life Development Coordinator
chelsea@artsforlifenc.org



Day of Details

The event will take place on Thursday, September 28th at Highland Brewing Company in Asheville.

PLENTY OF PARKING is available and more details will be emailed to you — and all of our guests! — the week before the event.

Registration begins at 8:30 AM. The breakfast buffet will be open.

8:30-9:15 AM: During registration, you can welcome and mingle with your guests, get your breakfast, and find your seat.

9:15 AM: Program begins and will include a brief presentation from our Executive Director, patient and family testimonials, and a call for donations in support of Arts For Life.

10:00 AM: Event ends, at which point guests are free to leave or linger and catch up with you for a few more minutes.



Table Host Toolkit

[get your Table Host Toolkit](#)

includes links, PDF and image files for you to download.

- Invitation Script
- One page invitation
 - Printable at home
- Social Media Graphics
- Thank You Script