

CELEBRITY WAITER INFO AND GUIDELINES

It's time for our 10th Annual Celebrity Waiter Benefit and Auction on March 2, 2019! Last year, we grossed over \$62,000 to help purchase equipment for our facility, and what a great time we had! Please use this informational sheet to guide you through the process of having a table, giving a donation, and to keep your guests informed. Also, please look for advertisements on Facebook, the newspaper, and our website; www.swhealthcare.net.

Schedule of Events: *5:00 pm Social 6:00 pm Dinner 7:30 pm Live Auction 9:00 pm Brock White Entertainment*

Tickets and Tables: Tickets are \$50 each. Tables may consist of as little as 6 people and as many as 40. Each table will get one free ticket for a celebrity, regardless of how many waiters you have. You are welcome to have as many waiters as needed to service your table. Should you decide to have a table, please contact Alli Engelhart, Debbie Patterson, or Allison Pretzer to receive a packet! **Please fill out the ticket stubs completely; we use this for our auction numbers and need phone numbers and addresses for accounting purposes.** Please remember that the ticket stub correlates with the bidder number so it would be best to write the name of the person on the bidder number as well. **Please fill out the bottom portion of this paper and return with your ticket stubs and left over tickets as well as payment in full** to Cole Benz (office 523-2862), Debbie Patterson (cell 523-6482), or Lindsey Schaaf (office 523-2847) by **February 15th**.

Set Up: Set up will be 2-8 p.m. on Friday, March 1 and again 9 a.m. – 2 p.m. on Sat, March 2. Table configurations will be set up when you arrive to decorate your table. ***Due to the time and effort that it takes to fit all of our guests in the 4 Seasons, please try to relay any special requests to the Celebrity Waiter committee by the deadline for ticket return when you return the bottom portion of this paper.*** Due to the fantastic turnout that we have, we ask that your decorations take up no more room than the tables themselves. Also, please take in to consideration the height of your decorations to not block the view of the people behind you or plan accordingly when you turn in your special requests. We want to keep this event enjoyable for all and allow everyone to see during the live auction. All tables/decorations are required to be cleared off at the end of the night. No live animals or hay is permitted per 4 Seasons regulations.

Dinner and Drinks: This year we are excited to have Home Cooking by Lennie Kempenich catering our event. The meal will be buffet style and feature baron of beef, grilled chicken, garlic red mashed potatoes, melody lettuce mandarin salad, creamed corn deluxe and Swedish crème with raspberry sauce for dessert. The Celebrities will be responsible for serving dessert and drinks (if you choose) to your table.

NO personal alcohol is permitted at this event unless otherwise approved by Fair Board and CW committee.

Entertainment and MC: Bowman's own Brock White will host the event and has been booked as this year's entertainment. White and his company, Brock White Entertainment, brings energy, excitement, and enthusiasm to entertain the crowd. A photo booth will also be setup for you to record the memories of the fun-filled evening!

Auction Items: If you have been a donor in the past, our committee will be reaching out to you soon! If you have not been contacted and have an item to be auctioned, either silent or live, please contact Chrissy Blankenbaker (523-7123) at the Southwest Medical Clinic or Tifhany Rex (523-7140) at Central Supply. **Please include the value of the item(s) for accounting purposes.** Again, our auctioneers, Andy Mrnak and Jim Sabe, will be helping to decide which items will be sold on the live and which will be placed on the silent auction tables. We appreciate your donations, as always, and are always amazed by the wonderful response from our community.

If you have any other questions, please call any of the committee members. We are so pleased that you have been or are thinking about being a Celebrity Waiter! As we prepare, we would like to ask for your assistance in creating a respectful atmosphere for all ages to enjoy! We appreciate all of your help to make this one of Bowman's most fun events of the year! See you on the 2nd!

The Celebrity Waiter Committee: *Debbie Patterson* - Activities, *Chrissy Blankenbaker*-Clinic Nursing, *Sasha Ruggles*-CFO, *Amber Umbreit*- COO, *Tiffany Rex*- Central Supply, *Lindsey Schaaf* – Ambulance & Respiratory Therapy, *Cole Benz*- Marketing Director, *Lauren Sense* – Accounting, and *Jerry Wiesner*- CEO

Please return to any of our committee members with your left over tickets and ticket stubs filled out completely.

Contact Person(s) and/or Business Name (listed in Program) _____

Table Theme _____

Number of Guests (can be variable but number is need for caterer by 2/18) _____

Special Requests will be granted on a first come, first serve basis: **Tables:** Round/Rectangular/No preference

Location (please circle): Wall location/middle of the room location/no preference/other (specify below)

Do you need Electricity? Yes or No

Comments/Specifics: