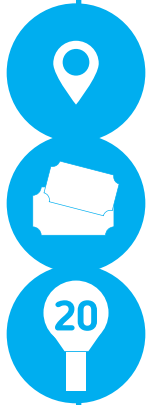


Table Designer

WOMEN CAN/WOMEN DO 2025 - OTSEGO COUNTY



event info

EVENT:

BJ's Catering & Event Center
990 N Center Ave., Gaylord, MI
August 5, 11:30 am-1:00 pm

TABLE SET-UP*:

Mon., August 4, 3-7 pm
Tues., August 5, 7:30-10 am

*Tables must be ready
for event by 10 am.

TABLE TEAR-DOWN:

August 5, 1:30-3 pm

attendance

RESERVE A SEAT:

If you are interested in attending,
please contact the WRCNM office
by **Friday, July 18.**

SEAT \$:

*Event attendees make a minimum
\$100.00 donation per seat.*

basket raffle

BASKET RAFFLE DONATION:

Designers can also contribute to the basket
raffle. If you are interested, please check the
box on your Designer Fact Form and we will
reach out to you.

Thank you for your support of WRCNM!



questions

HAVE A QUESTION?

If you have specific questions,
please contact the main office;

We are happy to assist you!

contact us

PHONE: 231-347-0067

EMAIL: events@wrcnm.org

NEW ADDRESS:

2225 Summit Park Drive, Petoskey MI 49770

notes:

Table Designer

WOMEN CAN/WOMEN DO 2025 - OTSEGO COUNTY



designer information

DESIGN THEME:

Designers are welcome to create a table design of any theme. Get creative and have fun! Political table themes are not appropriate for this fundraiser.

★ TABLE IDENTIFICATION:

Each table will have a stanchion that will display the name of the designer and a table number.

TABLE FAVOR:

As part of their commitment, designers are asked to provide a small favor for the table guests.

SELLING ITEMS:

We ask that you not solicit business during this event as it is a fundraiser for WRCNM. Information about designers will be included in the event programs.

AROMAS:

Please refrain from including scented candles or other scented items in your table theme.

★ TABLE SHAPE/SIZE:

60" Round - 8 guests

Each table will include a white tablecloth that hangs to the floor and a square overlay.

You are welcome to bring an overlay of your choice.

★ ELECTRICITY:

Electric hook-ups are limited and will be available on a first-come, first-serve basis. **Please make note on your Designer Fact Form.** Battery operated lighting is welcome.

★ PLACE SETTING:

Flatware, white linen napkins, standard-size white porcelain dinner plates, and one water glass.

You are welcome to bring your own items, however, please be sure to label them to avoid any confusion when the event staff clean up.

★ DINING CHAIRS:

Dark, wood, slat-back dining chairs with black seat cushions. You may use slip covers or other decor.

Table Designer Fact Form

WOMEN CAN/WOMEN DO 2025 - OTSEGO COUNTY

Please complete this form and return to WRCNM by
Friday, July 18 to reserve your table for design.

Please complete and return this form :

Business/Organization:

Contact:

Designer Name:

Address:

Phone:

Contact Email:

Website/Preferred online presence:

ELECTRICITY:

Will you need an electrical outlet?

Yes No

ATTENDANCE:

I would like to reserve a seat at the luncheon:

Yes No

I would like to reserve a seat at the table that I will be designing:

Yes No

*Please note that by reserving a seat you will be making a minimum donation of \$100 to WRCNM

AUCTION:

I would like to contribute to the silent auction.

Yes No

RETURN THIS FORM VIA EMAIL TO:

events@wrcnm.org

with the subject line:

WCWD-Otsego Designer Form -- [Your Business Name]

OR BY MAIL TO:

2225 Summit Park Dr., Petoskey, MI 49770

Please note:

We kindly ask all new and returning designers complete this form.