

dress down hunger

a virtual evening in the warehouse

**FOOD LIFELINE
IS ON A MISSION TO
ROOT OUT HUNGER**

**SATURDAY
OCT. 2,
2021**

THANK YOU FOR BEING A TABLE CAPTAIN!

SATURDAY, OCTOBER 2, 2021

**Broadcasting Live from Food Lifeline's Hunger Solution Center
via YouTube and Facebook**

Pre Show at 6:30 p.m. PST Live Show at 7:00 p.m. PST

Dress Down Hunger helps us come together to Root Out Hunger with our volunteers, donors, and community members to support Food Lifeline and hear about the work we are doing to feed those experiencing hunger today and ending hunger tomorrow. Your role as a Dress Down Hunger table captain this year is more than simply filling your virtual table with enthusiastic guests (though we love that part), you're also instrumental in uniting our community to root out the causes of hunger. We recognize that being a virtual table captain or hosting from your own home can feel different than inviting guests to sit at your table in the warehouse. Just know that we are here to help you every step of the way.

Below are some useful tools to support your table captain experience and make Dress Down Hunger a success!

Event Goals

With your help, we will inspire 350 Dress Down Hunger attendees to donate funds and become advocates for ending hunger in our region. We'll also encourage more business and community volunteers to be part of Food Lifeline's work. And we'll honor the 2021 Ending Hunger Award winners, recognizing the incredible work of local hunger-fighting activists.

Webpages to Save

- To submit payment for meals and gift boxes, and to provide guest information, click here foodlifeline.ejoinme.org/DDH2021.
- Learn more about Dress Down Hunger, what to do beforehand, and how to stream at foodlifeline.org/dressdownhunger2021.
- For guests that can't make it, but want to donate, please share this link foodlifeline.org/dressdownhungerdonation/.

Food Lifeline is a 501(c)(3) charitable nonprofit organization registered with the Washington State Charities Program as required by law. Information may be obtained by calling 800.332.4483 or 360.725.0378.

**FOOD
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HUNGER DOESN'T HAVE TO HAPPEN

TABLE CAPTAIN TIMELINE

Use this checklist to guide you in filling your table and supporting your guests

TODAY

Create your guest list, aiming for 12 to 15 potential guests (depending on how many fit comfortably into your space.) Invite people you believe may share an interest in and passion for ending food insecurity!

Write your invitation or use the email template below to invite your guests. Please let us know if you'd like physical invitations to share: events@foodlifeline.org.

Create a Dress Down Hunger event appointment in your email calendar to send to potential/confirmed guests.

4-6 WEEKS BEFORE DRESS DOWN HUNGER (LATE AUGUST)

Decide on a food and beverage plan for your guests (catered meals from Food Lifeline, bought for everyone or each guest may purchase on their own and have them delivered to your location. Or create your own plan: potluck, local favorite take out, homemade pizza, etc).

If purchasing Food Lifeline's catered meals, send your menu selections and dietary restrictions to your Food Lifeline staff contact or to events@foodlifeline.org.

ONE WEEK BEFORE DRESS DOWN HUNGER (SEPT. 25)

Email your guests to remind them about the event and encourage social media postings on Facebook, Twitter, and Instagram. @Food Lifeline #DressDownHunger #HungerDoesntHaveToHappen.

Make sure you and all your guests are registered on the Greater Giving Online platform, so everyone can begin bidding on items starting on Sept 27.

NIGHT OF EVENT

If you ordered catered meals they will be delivered by 3pm.

Get your Dress Down Hunger Gift Box out and ready.

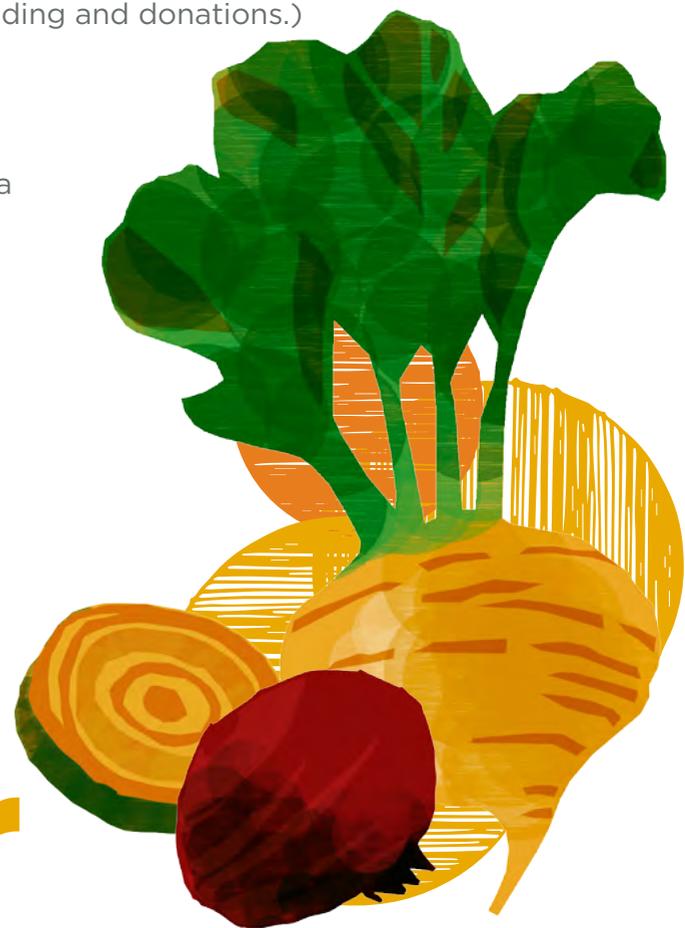
Check your internet and devices you plan to stream from (we suggest playing Live show from a smart TV, if you are able, and having guests/couples use individual devices for bidding and donations.)

Pre-Show starts at 6:30 p.m. PST.

Live Show at 7 p.m. PST.

Inspire and encourage your guests to make a gift!

Thank your guests and congratulate yourself on a job well done! We will send thank-you letters to everyone who makes a donation and thank-you emails to all guests.



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TABLE CAPTAIN PARTY IDEAS

Use these ideas to bring excitement and fun to your event.

- Catering from Food Lifeline - make sure to order and submit menu selections by September 22.
- Wine potluck - everyone bring their favorite, new, or unique bottle for everyone to try and share.
- Favorite foods potluck - have a special dish? Ask your guests to make their favorites.
- In keeping with Rooting Out Hunger theme, have a potluck where guests bring all root vegetable based dishes.
- Dress “Way” Down Hunger - encourage people to wear jammies to your party!
- Baked Potato Bar - they might not be a root vegetable, but tubulars can be tasty.

POTENTIAL GUEST EMAIL TEMPLATE

Subject: Attend Food Lifeline’s Dress Down Hunger event at my house!

[Insert your greeting],

[Insert organization/individual’s name] is hosting a virtual table at Food Lifeline’s upcoming Dress Down Hunger event, and we’d love to have you join us at our home!

This casual and entertaining evening will feature [Insert plans for the night]—all in the name of ending hunger across western Washington. There will also be exciting fundraising activities as well as a celebration of the 2021 Ending Hunger Awards, honoring the incredible work of local hunger activists.

**DRESS DOWN HUNGER
SATURDAY, OCTOBER 2
OUR HOUSE! (OR ADDRESS OF HOME)
STREAMED VIRTUALLY FROM FOOD LIFELINE’S HUNGER SOLUTION CENTER
DRINKS AND DINNER AT 6 P.M. PST
PRE-SHOW AT 6:30 P.M. PST
PROGRAM FROM 7 P.M. PST
ENJOY THE REST OF THE EVENING!**

Please let me know if you’d like to join us. We hope to see you!

Sincerely,
[Insert your name/email signature here]

P.S. If you can’t attend, but would still like to make a contribution to this wonderful cause, please visit foodlifeline.org/dress-down-hunger-donations.

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