

## Tenth Annual Tables by Design Designer, Hostess and Host Details

This year's Tables by Design will once again be held in the Grand Ballroom at the Elms Resort and Spa.

The Elms will have all tables covered in a white table cloth. You *may* top their linens with your own if you wish.

Your table design may showcase your business, may have any holiday or party theme, be whimsical, or just beautiful.

You *may* decorate the back of each chair.

You *may* bring your own dishes, silverware or stemware. This is not a necessity as the Elms will be serving the entire meal. If you bring plates, they will simply act a charger for the Elms' plates; much easier than in the past years. No dirty dishes to take home.

Decorations *may not* be put on the walls. Floor space will be tight, so please refrain from taking up floor space with decorations.

There will be limited access to electricity. Please let us know on your registration form if you are planning to use electricity as this affects placement of tables. You must provide your own extension cord and power strip. Cords must be taped to the floor.

Taper candles must be in a hurricane type enclosure.

**No outside beverages may be brought into the hotel.** There will be cash bar available for this event.

**Host and Hostess:** During the event, you will not have to serve any part of the meal; simply be a gracious host or hostess and enjoy the evening. It will be necessary for you to distribute and collect all envelopes at your table and turn the envelopes in to the designated staff at the event. You will be provided with invitations to give your guests. These will be collected at the door as your guests enter.

We need all guest lists to be returned to GSC by *September 1st*.

**Decorating of tables will begin on Monday evening, Sept. 11, at 2:00 to 11:00 P.M., Tuesday, Sept. 12, 8:00AM to 10:00**  
**Your table must be ready by 10:00 A.M. on Tuesday.**

**Tables must be cleared immediately following the event. We will not have access to this room on Wednesday morning.**

**Good Samaritan Center will have volunteers available to assist with unloading**

**your car and to help carry items back to your car after the event.**

For further questions please call  
Martha Buckman 816-630-2718 ext. 28 [gscmjb@goodsamaritancenter.com](mailto:gscmjb@goodsamaritancenter.com)