

TABLETOP SPONSOR REGISTRATION

The Humane Society of Sumner County

2024 Puttin' on the Dog/Cat Gala

50th Anniversary

Saturday, September 28, 2024 • 5-9 PM

Bluegrass Yacht & Country Club: 550 Johnny Cash Parkway • Hendersonville, TN

NAME/GROUP/ORGANIZATION _____

ADDRESS _____

PHONE _____ EMAIL _____ WEBSITE _____

NAME/GROUP/ORGANIZATION to be placed in the program & for the table sign:

DESIGNATED TABLE HOSTESS

PHONE _____ EMAIL _____

Theme or description of tabletop _____

I understand and agree to the responsibilities and guidelines as outlined.

Signed _____ Date _____

Enclose \$500 for a GOLD Table-Top sponsorship. (GOLD Sponsorship includes 2 tickets) or \$100 for a Regular Table-Top Sponsorship. Gala tickets are \$100 each. Make checks to:

Humane Society of Sumner County.

RETURN FORM & PAYMENT BY FRIDAY August 26, 2024 to;

Michelle Burwell, 116 Long Hollow Lane, Hendersonville, TN 37075 or Humane Society of Sumner Co., 16 Volunteer Dr., Hendersonville, TN 37075

HSSC TABLETOP GUIDELINES

SETUP: Saturday, September 28, 2024, 9AM-2PM

LOCATION: Bluegrass Yacht & Country Club

550 Johnny Cash Parkway, Hendersonville

TABLE OPTIONS: Sponsors will be assigned their table on a first-come basis as registration and payment is received. 6 ft

Round Table - Seats 10

TABLE CARDS: Table name card will be provided for each table.

The following items are to be provided by tabletop

sponsors: TABLECLOTHS/COVERINGS: The Bluegrass Country club's round guest tables are 12' in diameter and they will provide white 90 in square tablecloths. If you would like to jazz up your table and provide you own tablecloth, it requires a 132' round cloth to go to the floor. Overlays need to be 90 inch rounds or squares.

TABLEWARE: DO NOT bring dinner plates, silverware or napkins, we will be using the country club's china and silver. You can only bring chargers and you would need 10. You are encouraged to provide a small gift bag or gift box with your company branded items for each place setting.

CENTERPIECE: Imagination & creativity are encouraged. Please keep in mind our guests' comfort and viewing when designing

your centerpiece. We recommend it not be over 3 ft tall. A low or see-through centerpiece is best. Also, we want the centerpiece to be tasteful and festive. Please, no body parts, human or animal.

THEMES: Themed and non-themed tables are welcome.

The following are only a few suggestions that may spark your imagination. We reserve the right to reject questionable themes. Holiday • Hobbies • Gardening • Baby • Wedding • Book Titles/ Poems/Movies • Business • Events • Cultural • Home Decor Services • Floral/Garden • Famous Persons • Animals

SPONSOR HOSTESS: The sponsor, or someone designated by the sponsor, will sit at their decorated table. This arrangement will allow for discussion of the table design and promoting the business/group.

SAFETY/LIABILITY: No electrical cords are permitted. Candles or votives may be used but **NOT lighted**. No table extensions or unusual tables. The Humane Society of Sumner County is not responsible for damaged or lost items.

CLEANUP: Sponsors are required to dismantle their Tabletop following the closing of the event at 9 PM.

QUESTIONS: Call Michelle Burwell @ 615-604-7223
HSSCburwell@gmail.com or the Humane Society of Sumner County office at 615-822-0061.