



Ballard Center is a 501(c)3 non-profit that partners with families to achieve stability through early-education and needs-based services.



Friday, August 13th at The Jayhawk Club in Lawrence, KS
6pm—11pm



Thank you for hosting a table at our upcoming **Changing Lives Gala**! We're excited to party in person, and we know you are too!

The Table Hosts are the MOST ESSENTIAL element in ensuring the success of the event. As a Table Host, you would fill a table of 10 people, including yourself. We recommend that you begin by making a list of all potential guests, including personal and business associates who might have an interest in our program.

In order to have a full table of 10 people on the day of the event, we ask that you pre-confirm 10 guests. Don't forget to include yourself in the count! **The more personal the invitation, the better.** We advise inviting people in person or by telephone, then confirming by mailing them one of the cards we will provide once your entire list has been submitted to Ballard staff. Please plan to call them once more about a week before the event to reconfirm.

If you are able to host a table, please email your confirmed guest list (included in this packet or available online) to our office no later than August 2nd. Please feel free to contact Becky Price (785) 766-8923 at any time should you have further questions or need additional materials.

Again, thank you for serving as a Table Host! Your support directly impacts the lives of children and their families in our community by providing them with a high quality early education and offering basic life assistance to those in need.

