



Tips on Guest Recruitment

1. Invite friends, family, neighbors, colleagues, and school or club associates. Think of all the people you know in all the different areas of your life. [Check out the Dart Board Theory](#) document in this toolkit. It is helpful as you brainstorm.
2. Remember that KidVantage serves families from Shoreline, south Snohomish County, south of Renton and from Lake Washington out to Snoqualmie and the West Sound region (Gig Harbor to Bremerton) – invite folks you know from all of the areas KidVantage has an impact!
3. Plan to fill your table with 11 guests (including yourself). Sometimes schedules change and a guest has to cancel as the luncheon approaches. If you have a total of 11 guests planned, you will usually end with 10. And, if you end up with a group of 11, we are pleased to have a table of 11.
4. Encourage guests to invite a friend to come with them – someone else who might be interested in making a difference in the lives of children and families. It makes completing a table of 11 even easier.
5. A personal invitation from you is the best way to ask guests to attend the luncheon. A great way to begin is with an email followed by a phone call. However, you should use the form of communication that works best for you and your invitees.
6. We've included some [sample text to help get you started](#) in this toolkit...cut, paste & personalize! Sample text includes: (1) Email invitation; (2) Follow-up; and (3) Last-minute reminder.
7. We have a Save-the-Date image that you can use now, [click here](#) to access.

Noteworthy (invitations and table size)

- In late September, invitations will be available (both printed and electronic). They will also be uploaded to the [Toolkit on our event page](#) or you may contact development@KidVantageNW.org to have an invitation sent to your guest list.
- As a Table Captain, you can choose to fill a full table or to share a table with another Table Captain. Let us know if you would like to be matched up with someone ahead of time to coordinate with.
- Tables comfortably sit 10 but 11 can be accommodated. We will seat any extra guests at a table near you. If you do not fill your table, we are happy to seat individual guests at your table – just let us know.