

Dear Parents,

An important part of the Imagine Gala is the ***Signature Events***. What are Signature Events? They are parties/events/gatherings hosted ***by*** parents ***for*** parents, or for students or for families. These events can either showcase one of your special talents (are you are an expert chef or artist), leverage a recent birthday party (ask the venue for a free rental or have the magician come back for an encore!) or just be a good reason for parents or kids to get-together (watch The Derby, bake cookies, have a tea party, movie night, and anything else you think of) – *after all it is all for the kids!*

In 2017, signature parties raised $15,000. We need YOUR help. Our goal this year is to raise $17,000 from the signature events. If you are interested in hosting, but not sure how to begin, here’s a quick tutorial.

***Planning a Party:*** Signature events can be hosted by an individual or a group of families. Once you have decided on your event, pick a date/time. Parties in past years have been scheduled through the Fall of the next school year, so think Spring, Summer or college football too! The attached Form will take you through the rest of the event details. You also need to decide how much to charge per person for the event. *All* costs associated with the Signature Events are paid for by the Host Individual/Families. If you have **ANY** questions, please contact Melanie Walsh (melaniewalsh2008@yahoo.com) or Molly VanDerMeid (msvandermeid@yahoo.com).

***Attending a Party:*** During the silent auction, and at the Imagine Gala, parents will have the opportunity to sign up for these parties. Each party has a “ticket” fee. The entire fee goes back to HSA. After the auction, and as the date of the event approaches, the host will be in touch with the guests with all of the details they need about the event.

***That’s it. Simple and SO MUCH FUN!***

***Ideas – Past parties and more party ideas:***

|  |  |
| --- | --- |
| **For Kids:** | **For Parents:** |
| * Make your own Pizza Party
 | * Moms’ Workout Class
 |
| * Jedi Training or Princess Party
 | * Cocktails & Cupcakes
 |
| * Cupcake Decorating
 | * Dads Night Out
 |
| * Summer Ice Cream Social
 | * Euchre, Poker or Trivia Night
 |
| * Park Playdate!
 | * Playoffs (or other event) Party
 |
| * Kickball, Football, Bowling, or Soccer game
 | * Taco (or –insert your specialty) Party
 |
| * Cooking Class
 | * Progressive Dinner or Cocktails/Appetizers
 |

We hope that you will **consider hosting a Signature Event**!

*Together we will Imagine…and we thank you so very much.*

# Imagine Logo.jpg

**2018 IMAGINE GALA SIGNATURE EVENT FORM**

**Host Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Host Emails: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Host Phone Numbers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Event Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Target Audience (for kid events include grade level):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Maximum Attendance:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Proposed Date and Time:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Cost per Attendee (For Family Events note if cost is per individual or family):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Event Location:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Event Description:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Comments/Restrictions:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## *Please Return to the Main Office by February 20, 2018*

## *or e-mail Melanie Walsh (**melaniewalsh2008@yahoo.com**) or Molly VanDerMeid* *(**msvandermeid@yahoo.com**).*