



RAISE MORE MONEY.  
DO MORE GOOD.

# PURCHASING A TABLE

SEND THIS TO YOUR GUESTS

## STEP ONE: PURCHASE A TABLE

From the event website, click “purchase a table” button

Select your “table type”

[Seat yourself at the table](#)

Complete transaction

## STEP TWO: CUSTOMIZE YOUR TABLE

Create “Table Name”

*(this will appear on the leaderboards)*

Make sure your name is the “host name”

*(guests will see this on their invitations)*

Choose image

## STEP THREE: INVITE YOUR GUESTS

Enter in the names and email addresses

When submitted, they will receive an invitation

### FROM HERE:

GUESTS WILL CHOOSE “CONFIRM” OR “DENY”

You, the “table host,” will be notified when a guest declines

**CONFIRMED GUESTS** will be routed back to the event website to confirm email and receive ticket

**DECLINING GUESTS** will be routed to a donation page