

DECORATE A TABLE AT THE ANNUAL GALA

Chamber members will have the unique opportunity to decorate a table at the event, allowing their business to be seen by hundreds of Gala attendees. Signing up to decorate a table is FREE and only costs what members are willing to put into the decorations and main centerpiece which will be raffled off during the event.

THE NUMBER OF AVAILABLE TABLES TO DECORATE IS LIMITED SO RESERVE YOUR TABLE TO DECORATE TODAY!

HOW DOES IT WORK?

1. **Sign up** to decorate one or more tables by filling out the bottom of this form.
2. **Decorate a table for 10 place settings.** Tables are 60" round and The Samoset will provide a white linen tablecloth and tableware (including plates, silverware, napkins, etc.) for each table.
 - ✓ Provide a **centerpiece** (to be used as a raffle item). **PLEASE NOTE: Centerpiece should NOT exceed 18 inches tall x 30 inches wide. For exceptions, contact Amy Rollins.**
 - ✓ Use **decorations, gifts, giveaways, etc.** at each place setting that promote your business or organization. **PLEASE NOTE:** place settings are for the guests sitting at your table to take home; you will **NOT** be sitting at the table you decorate.
 - ✓ **Get creative, elaborate, and HAVE FUN!** Plan your table decorations around a business theme, a special event, a holiday, a celebrity figure, etc. A few examples are depicted in photos at right; please let us know if you need more examples to help with ideas.
 - ✓ **DO NOT** use glitter, flames, or live animals in your table design.
 - ✓ Bring a box to place underneath your table at the Gala – this will be used to pack up your decorations at the end of the night by whoever wins your table.
 - ✓ Individual tables will **NOT** have access to electricity or outlets.
3. **Decorate your table between 12:00 p.m. and 3:00 p.m. on Thursday, February 9, 2023, at The Samoset. All tables should be completely decorated no later than 3:00 p.m. on Thursday, February 9.**



Decorating a table is **NOT** the same thing as purchasing seats at the Chamber Gala. Gala tickets are available for purchase at www.penbaychamber.com/gala-23/

Please complete this reservation form if your business wishes to decorate a table. Your table will **NOT** be saved until we receive this completed form from you. **This reservation form does NOT reserve seating at the event.**

NAME OF YOUR ORGANIZATION: _____

CONTACT PERSON (please print) _____ **CELL PHONE NUMBER** _____ **EMAIL ADDRESS** _____

I have read this form and understand the rules and requirements that I must follow in order to decorate a table.

SIGNATURE **DATE**

Return this form to the Chamber of Commerce at 25 Park Street, Suite 2, Rockland ME 04841 or email it to Amy Rollins at Amy@camdenrockland.com.
Questions? Please call (207) 236-4404 or email Amy at Amy@camdenrockland.com

Camden Information Center
2 Public Landing, Camden
207-236-4404

PBRCC Business Address
25 Park St, Rockland, ME 04841
www.CamdenRockland.com

Rockland Information Center
25 Park St, Rockland
207-596-0376