



TABLE CAPTAIN RESOURCE PACKET

2018 Table Captain Co-Chairs

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Beyond The Suit Table Captain Packet Supplies

- ✓ Table Captain Resource Packet
 - Mission and Background Information
 - Tips for Success
 - Sample Emails
 - Event Invitation PDF

- ✓ An electronic link for registration of all guests will be provided to each Table Captain on September 22nd. Registration closes on October 1st.

- ✓ Beyond the Suit Luncheon 'Day Of' Packets will be placed on each table the morning of the event. This packet will include contribution envelopes designated for your table, as well as instructions for "text to give". A large envelope for turning in guest contributions at the end of the event will also be provided. Dress for Success Columbus will send a thank you and donation receipt to each donor within 2 weeks of the luncheon.

THANK YOU! WE ARE GRATEFUL FOR YOUR ADVOCACY AND GENEROUS SUPPORT!



DRESS FOR SUCCESS COLUMBUS MISSION STATEMENT

Dress for Success Columbus empowers women to achieve economic independence by providing a network of support, professional attire, and the career development tools to help women thrive in work and in life. Since our beginning 11 years ago, Dress for Success Columbus has empowered more than 14,000 women in Franklin and 6 surrounding counties in Central Ohio. Services are free of charge, and any woman referred by a partnering organization is eligible. All funds are raised locally and make an impact in Central Ohio.

INDIVIDUAL INVESTMENT MAKES A DIFFERENCE

The number of women seeking our services in their pursuit of financial self-sufficiency is increasing. Clients seek Dress for Success Columbus to assist and support them when returning to the workplace and striving for upward mobility.

The demand for our services has never been greater, while at the same time, philanthropic investment has not increased to meet the demand. Our greatest need as a small non-profit organization is consistent investment in the Dress for Success Columbus operations to allow our professional staff and volunteers to focus on the provision of career readiness and retention programs, as well as the professional suiting of our clients.

TRANSFORMING LIVES

Dress for Success Columbus helps women build confidence, regain their dignity, and achieve financial independence by providing Suiting, Career Center and Employment Retention resources. **More than 150 women a month**, primarily single mothers who are head of household, seek help in making the transition to economic self-sufficiency.

A SNAPSHOT OF OUR IMPACT LAST YEAR

- Provided 1,300+ Clients professional attire and workplace appropriate apparel for interview and employment needs
- Counseled 2,000+ Career Center Clients in their interview and advancement efforts
- Engaged 125+ Clients at Success InSight, a one-day personal and professional development conference in partnership with Columbus State Community College and Conference Center
- Served 100+ members of the Professional Women's Group, a network of newly employed women who engage to gain practical information and inspiration as they seek to retain and advance in their employment
- Offered over 100+ seminars and workshops to women interested in career advancement, financial literacy, and personal development



TABLE CAPTAIN TIPS FOR SUCCESS

- Share your passion and enthusiasm for Dress for Success Columbus! Your personalized “story” will appeal to your friends and colleagues.
- Give thought to people you know (men and women) for whom the mission and impact of Dress for Success Columbus may resonate. Offer a tour of the Dress for Success Columbus Suiting Boutique & Career Center.
- The Luncheon is an “ask” event to support the operations of Dress for Success Columbus, and \$150 is the requested minimum donation per guest, however there is no maximum limit; \$100 is tax deductible. For VIP table guests, the “ask” is a \$200 minimum donation, of which \$150 is tax deductible. VIP Table Captains and their guests are invited to attend the VIP reception prior to the event and receive preferred seating.
- Plan for the inevitable last minute conflicts and invite up to 14 people (men and women) to be guests at your table of 10. We will have overflow accommodations. We anticipate 600 supporters this year!
- Email an invitation to your guests (email examples and a PDF of the event invitation are attached with this packet). Printed cards are available, if you prefer to mail a note instead.
- In the event that a guest that you invite is unable to attend the event, ask them if they would be willing to make a donation to Dress for Success Columbus on the **DFSCMH.org** website.
- Record each guest on the Guest Registry link that will be emailed to you on September 22nd. Those must be completed by October 1st. Any changes after that date can be made by emailing one of the Table Captain Co-Chairs through October 5th. After that date, we are able to accept guest substitutions at the check-in table at the luncheon.
 - An event email reminder will be sent to all registered guests from Dress for Success the week of the event with appropriate parking information, event timing, any VIP reception information or other last minute details.
- Contact each of your guests the week of October 8th to personally remind them of the luncheon and let them know you will be looking for them at the Downtown Hilton.
- On October 12th, the day of the Luncheon, the VIP reception begins at 11am, doors to the dining room for all guests will be open at 11:30am.
- Refer to our website www.DFSCMH.org for electronic versions of all Luncheon materials, including this packet for your easy use in recruiting your table guests.

Feel free to contact Molly Preston or Carrie Boyd via email if you have any questions.



DRESS FOR SUCCESS®
COLUMBUS

Highlights from Beyond the Suit Luncheon 2017

