



DECORATE A TABLE

Become a table decorator and get involved with the Nassau County Chamber of Commerce Annual Dinner. The event has become a premier community event, and there is **no charge** for you to promote your business while supporting your Chamber of Commerce!

HOW DOES IT WORK?

1. **Sign up** to decorate one or more tables filling out the bottom of this form.
2. **Decorate a table for 8 place settings.** Tables are 72" round and The Ritz-Carlton, Amelia Island will provide a white linen tablecloth and table ware (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 in. tall x 3 ft. wide**
 - ✓ Use **decorations, gifts, giveaways, etc.** at each place setting that promotes 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. Please let us know if you would like to receive photos of other tables from previous years 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 2, 2023,** at The Ritz-Carlton, Amelia Island. **All tables should be completed no later than 3:00 p.m.**

****Decorating a table is NOT the same thing as purchasing a ticket for the Annual Awards Dinner & Gala****

Please provide the reservation form below if your business will be decorating a table and providing favors. Your table will **NOT** be saved until we receive this form back from you. ***This does not reserve a seat at the dinner.***

NAME OF YOUR ORGANIZATION: _____

CONTACT PERSON (please print)	CELL PHONE NUMBER	EMAIL ADDRESS
-------------------------------	-------------------	---------------

- I would like to attend the Annual Awards Dinner & Gala. Contact me about purchasing tickets or a table.*
- I have read this form and understand the rules and requirements that I must follow in order to decorate a table at the Chamber's Annual Awards Dinner & Gala.*

Signature

Date

Return this form to the Chamber of Commerce at 961687 Gateway Blvd., Suite 101-G, Fernandina Beach, FL 32034 or email it to Megan Georgeo, Event & Program Manager, at Megan@NassauCountyFLChamber.com. Questions? Please call (904) 261-3248 or email info@NassauCountyFLChamber.com.