

# 14th Annual Signature Luncheon

Friday November 1, 2019 ~ 11:30 – 1:30 p.m.  
Hartford Marriott Downtown



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**THANK YOU** for your interest in becoming a **Table Host** for *Aurora's Luminary Luncheon!* In this role, you will be charged with inviting friends, family and colleagues to join you at the luncheon as guests at your designated table. Net proceeds from the Aurora's Luminary Luncheon will support the Aurora Foundation's community grantmaking, focused on college completion programs that propel women and girls in the Greater Hartford region to earn a college degree. This event promises to educate and inspire you as you and your guests share the company of over 500 attendees. As a thank you for your support, you will be recognized in the event program (for commitments received by August 1).



This year's Luminary Luncheon will feature **Philanthropist, Author and Entrepreneur Minda Harts**. Minda is the founder of The Memo LLC, a career development company, and author of the soon to be released book *The Memo*, a career advice guide best described as the *Lean In* for women of color. Minda hosts a weekly podcast called *Secure the Seat* and has been featured in Forbes, CNBC, The Guardian, The Washington Post, and Fast Company. In 2016, Minda was nominated as a Change Maker at The White House State of Women Summit.

## TABLE HOST RESPONSIBILITIES

- **Return your completed Table Host commitment form** to [jsteadman@aurorafoundation.org](mailto:jsteadman@aurorafoundation.org) or mail to 1678 Asylum Ave., Lynch Hall, Suite 216, West Hartford, CT, 06117. **Make your commitment by August 1 for recognition on the invitation and in the event program.**
- **Communicate with your guests:** You can choose to purchase your table outright and provide complimentary invites to your guests, or have your guests pay for their own seats. Please make your expectations clear to your guests. **Ticket Prices:** 1 Seat: \$125; 1 Table (10 Seats): \$1,250; ½ table (5 seats): \$625
- **By September 28 ~ Collect RSVP's and submit your completed guest list** to [Laurie@aurorafoundation.org](mailto:Laurie@aurorafoundation.org) or mail to 1678 Asylum Ave., Lynch Hall Suite 216, West Hartford, CT 06117. Include your guests' names and email addresses.

**PLEASE NOTE** - For your seats to be held, your table must be paid in full OR your completed guest list must be submitted no later than Friday, September 28. After this date, any unpurchased seats may be released.

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## TABLE HOST COMMITMENT FORM

**I/We will host a full table (10 seats)**

**I/We will host a ½ table (5 seats)**

TABLE HOST(S) NAME: \_\_\_\_\_

(as you want it to appear in the program)

CONTACT PERSON (if different from host name): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_

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### **PAYMENT OPTIONS (please check one):**

Enclosed is a check in the amount of \$\_\_\_\_\_ for my entire table (\$125 per seat, \$1,250 per table of 10, \$625 per ½ table of 5)

Please charge my credit card in the amount of \$\_\_\_\_\_ for my entire table (\$125 per seat, \$1,250 per table of 10, \$625 per ½ table of 5)

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ V-Code: \_\_\_\_\_

Name on Card (if different from above): \_\_\_\_\_

Billing Address (if different from above): \_\_\_\_\_

I will pay for my guests but will submit payment on a later date, but no later than September 28, 2019.

My guests will be expected to register on their own and pay for their own seats.

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