



Fairy Tale Tea

Presented by Happily Ever After League



2022
Host/Hostess
Packet

DEAR HOST/HOSTESS

We are grateful you are hosting a table at our Fairytale Tea this year. This magical event is HEAL's largest fundraiser to help acquire the necessary funds for our mission to assist Arizona mothers recovering from any type of cancer with at least one dependent child living at home.

There is no price tag that can be put on providing hope to families dealing with the challenges of a cancer diagnosis. The HEALing House provides over 100 services each month for our families. Money raised from the Partner in Hope Campaign and Raffle Tickets sales at the Fairytale Tea will provide programs and support through monthly events, Back to School and Holiday Outreach, and Market Days. Your generosity cannot be measured in dollars but in the hope that it brings so many on their healing journey.

Event Information

The Fairytale Tea will be held **Sunday, November 13, 2022** from 1:00-3:30 pm at the Clayton House. The Clayton House is located at 3719 N 75th St, Scottsdale, AZ 85251.

Table Theme:

To be a fairytale host/hostess you need to gather 7 friends and come up with a fairytale, storybook, nursery rhyme or movie theme for a table-scape. The Tea Committee would be happy to help you come up with ideas or show you photos from past Fairytale Teas if you are interested. Some samples from our past teas are below or on our Instagram Page, [heals_fairytale_tea](#). **Please email Ruth Anne Lefkowitz at ralefkowitz@gmail.com or Lauren Daniels at happilyeverafterleague@yahoo.com with your table theme by September 1.** We would prefer not to have duplicate themes so please let us know your idea as soon as possible. We will help you with a different approach to a theme if someone already has reserved that theme.



Space is limited, and the event does sell out, so please get your commitment to host a table and your theme in quickly. Please join us for an incredible day of beautifully decorated themed tables, High Tea and a delicious Lunch.

Table & Linen Information:

The tables are 66" round, tables of 8. 72", tables of 10 are available upon request only. The tables are 30" tall from the ground up. The Clayton House will provide the dishes, flatware and glasses. You may bring chargers if you desire. The Clayton House will also provide the tablecloths and napkins (this is at a cost to HEAL) so if you are bringing your own, please let us know. The choice of colors: Black, White, Cream, Pink, Red, or Green. Your linen color choice is due by October 20.

PLEASE DO NOT CONTACT THE CLAYTON HOUSE DIRECTLY with any questions regarding your table set up or general questions about the Fairytale Tea. Ruth Anne or Lauren will be your liaison contact so please email them if you have any questions.

Ticket Information:

The "Early Bird" price for the Fairytale Tea this year is \$100.00 per person. Early Bird payment must be received by October 20, 2022. From October 21 - November 1, the price for an individual event ticket to the Tea will be increased to \$125 per person. **All event tickets must be paid for prior to the event by November 1.** We do not sell event tickets at the door. Entire tables may be purchased by a table host/hostess or a table guest. Each table can hold up to 8 guests unless otherwise requested.

	Early Bird price Until October 20	Regular price November 1
Individual	\$100.00	\$125.00
Table of 8	\$800.00	\$1000.00
Table of 10 by request only	\$1000.00	\$1250.00

Guests can register and pay online for the Fairytale Tea at www.happilyeverafterleague.org starting **September 1**. They will be asked to complete the Registration by entering their name, email, mobile number and Host/Hostess Name. They must enter your name into the "Host/Hostess" field so we know they will be seated with you. When purchasing several tickets make sure all this information is entered for each guest. Emails and Mobile Phone Numbers are important for us to better communicate to our guests, i.e., tickets, reminders, donations and acknowledgments.

Seats are available for individuals who may not be at a Hosted Tea Table. If your table is full, and you know of friends or family that want to experience the Tea, please let them know that individuals can be seated at our "Be Our Guest" tables. We have a limited number of these seats so individuals should go online and register using "Be Our Guest" as the Host/Hostess name as soon as possible.

Raffle Tickets:

We encourage you to pre-purchase Raffle Tickets online prior to the Tea. This is a timesaving option.

- Your Raffle Tickets will include your name on the tickets.
- **New this year:** If you are considering making a Partner in Hope donation at the Tea, which is a straight donation that goes directly to mom support, your pre-purchased raffle ticket amounts will be combined with your Partner in Hope donation. This is not the case with Raffle Tickets purchased at the Tea.
- The Golden Ticket Candy Bars are reserved for the first 100 guests who pre-purchase \$100 in raffle tickets. The Golden Ticket winner will receive a special raffle donation that we have saved specifically for this prize!
- Raffle ticket online sales can only be purchased when a guest registers for the Tea. All online purchases must be made by **November 1**.
- These pre-paid Raffle Tickets can be picked up at check-in.

Day of the Tea:

SET UP: The ballroom doors open for set up at 9:30 AM. Please do not come earlier than that time since the venue staff will be setting up the room. Ruth Anne will email you a map on where to drop off your décor closer to the event date. We do not have hand trucks or carts available so please make sure that your items are in easy to carry bins or boxes. We will have volunteers on hand to help you unload your car and bring your items to your table. All tables must be **set up no later than 11:30 AM.** At 11:30 the room will be emptied to allow judging to occur. We will provide a light breakfast for you in our Volunteer Room during that period of time. Table hostesses may also check in for the Fairytale Tea at the registration table during that time period. The doors to the ballroom will open at 12:30 PM for all guests.

TAKE DOWN: As a courtesy to all our guests, we respectfully ask you to refrain from dismantling your table until the Fairytale Tea has ended. Volunteers will be available to assist you loading your car. Please plan on taking all your materials with you at the end of the Tea.

Awards & Prizes:

The Fairytale Tea awards this year are the following:

Best Dressed Table	Table Decor and your guests too
Best Use of Theme	How you showcased your theme, originality
Crowd Pleaser	Voted on by all the attendees at the event.
Best Hat	Beauty and/or originality
Judges Choice, Best in Show	Voted on by select judges before the doors open

Fairytale Tea Committee:

Lisa Pettorossi and Lauren Daniels - 2022 Tea Chairs

Lisa Pettorossi	Tea Co-Chair & Sponsorship Opportunities Email: lisapettorossi@gmail.com
Lauren Daniels	Tea Co-Chair & Hostess Co-Coordinator Email: happilyeverafterleague@yahoo.com
Michelle Preston	Raffle Coordinator & Volunteer Coordinator Email: mmpslp@yahoo.com
Ruth Anne Lefkowitz	Hostess Co-Coordinator & Online Registration Coordinator Email: ralefkowitz@gmail.com
Debbie Underhill	Awards
Karen Phelps	Raffle Support & Table Judge

Raffle Items:

Michelle Preston is our Raffle Coordinator. Fairytale Tea Host/Hostesses are not required to donate an item for the raffle but if you have an item you would like to contribute that would be appreciated. Please email Michelle at mmpslp@yahoo.com if you have an item you would like to donate with the approximate value. She can also answer any questions you may have. The deadline for all raffle donations is **November 1.**

The raffle and the “Partner in Hope” donations collected during the program are our sources of fundraising during the Tea.

Sponsorships:

HEAL's Fairytale Tea has approximately 200 attendees every year. Happily Ever After League invites all individuals, businesses and corporations to become community partners with us by becoming a sponsor of the upcoming 2022 Fairytale Tea. Please refer to our **Sponsorship Packet** for details regarding all opportunities. If you know anyone who would be interested in these opportunities, please let us know.

Timeline:

Item Due	Due Date	To:
Hostess Sign-up	August 15, 2022	Ruth Anne Lefkowitz or Lauren Daniels
Table Theme	September 1, 2022	Ruth Anne Lefkowitz or Lauren Daniels
Table Linen Choice	October 20, 2022	Ruth Anne Lefkowitz or Lauren Daniels
Hostess Meeting at the Clayton House	TBD	The Clayton House
Early Bird Price - \$100.00	September 1 - October 20, 2022	Online Registration
Regular Price - \$125.00	October 21 – November 1, 2022	Online Registration
Raffle Tickets	September 1 – November 1, 2022	Online Sales
Sponsorships	October 15, 2022	Lisa Pettrossi
Raffle Donation Items Due	November 1, 2022	Michelle Preston
Set Up	November 13, 2022 9:30 AM – 11:30 AM	The Clayton House
Check-In Registration Opens	November 13, 2022 12:30 PM	The Clayton House
Tea Begins	November 13, 2022 1:00 PM	The Clayton House
Tear Down	November 13, 2022 after Tea has ended	Hostesses