

Hosting a Table

Seattle Benefit Dinner
March 9, 2010
The Seattle Sheraton
6:30 pm
\$100 per person

Thank you for your interest in serving as a Table Host. We are grateful for friends and supporters like you who allow us to make a difference in the lives of so many. Below you will find a short description of the purpose of the event and some detailed instructions for Table Hosts. We hope you can join us through this enriching partnership in 2010.

About the Benefit

- At this seated dinner, IJM will provide an elegant atmosphere for long-standing friends and newcomers alike to connect with IJM's mission through first-hand accounts of justice prevailing over oppression.
- The evening's highlights will include a compelling address by Gary Haugen, IJM President and CEO, and a live musical performance by an IJM Artist Partner.
- At the end of the evening, guests will be invited to support the work of justice financially.

The Role of a Table Host

- Table Hosts commit to filling a 10-person table at the benefit dinner with guests who could become IJM supporters.
- Table Hosts receive step-by-step support in the form of electronic and hard-copy invitations (hard-copies sent upon request), special communications and guidelines, and IJM materials to help inform and invite their guests.
- Table Hosts can choose to underwrite the cost of the table (\$1,000 for a 10-person table), or they can invite guests to pay for their own tickets (\$100 per person) while still being seated with the Table Host.

We value our relationships with Table Host partners, who are so critical to the success of the benefit. We commit to showing our appreciation by providing all the information, materials and encouragement we can to further their efforts.

To commit to hosting a table in 2010, or to learn more, please call 703.740.9923 or e-mail events@ijm.org.

The fair market value of each event ticket is \$75 and is not tax-deductible. Any amount over and above the fair market value will be considered a gift to IJM and is tax-deductible to the full extent of the law. Ticket sales are final and non-refundable.

FAQs

Is it my responsibility to collect the ticket money from my guests?

No. If your guests are purchasing their own tickets, they must register with IJM online at www.ijm.org/benefits or over the phone at 703.740.9923.

Can I purchase a whole table for my guests and myself?

Yes. When you register for the event, submit payment for your full table along with the full names and mailing addresses of your guests.

Are children welcome?

Because of the sensitive and often intense nature of the work IJM does, especially in regards to forced prostitution, we ask that children not attend the event.

How much of the ticket price is a tax-deductible?

The fair market value of each event ticket is \$75 and is not tax-deductible. Any amount over and above the fair market value will be considered a gift to IJM and is tax-deductible to the full extent of the law. Ticket sales are final and non-refundable.

How can I pay?

IJM accepts Visa, Mastercard, American Express and Discover at www.ijm.org/benefits and over the phone at 703.740.9923. If you prefer to pay with a check, complete your registration over the phone and ask for instructions on paying with a check.

How can I give feedback?

We welcome you to comment at any time by calling 703.740.9923 or sending an e-mail to events@ijm.org.

IJM is a faith-based organization. Will guests of other backgrounds be comfortable?

The event program will contain elements of faith, such as the blessing of the meal and occasional speaker references. IJM is conscious, however, that many guests will not share this background and strives to make the evening accessible and engaging for all.

Will I and my guests have the opportunity to give at the event?

Yes. At the end of the program, all guests will be invited to participate financially in the work of IJM.

Executive Summary

To ensure adequate funding and advance IJM's mission to rescue the oppressed and provide appropriate aftercare, bring their offenders to justice, and transform broken public justice systems, IJM holds multiple benefits annually throughout the United States. The purpose of each benefit is to execute an excellent, sustainable event that will: 1) raise the profile of IJM in a targeted community; 2) cultivate relationships with potential IJM donors; and 3) generate funds for IJM to conduct effective casework.

IJM benefits highlight the agency's work and mission through a didactic multi-media presentation to complement a compelling keynote address by IJM's President & CEO, Gary Haugen, or a senior IJM attorney. Guests are then invited to give financially to the work of IJM and asked for a specific commitment.

IJM coordinates all event logistics, including printing invitations, programs, and all related visuals, manages guests' RSVPs and inquiries, and provides a compelling, engaging evening for all guests.

As has proven successful in strategic fundraising and organizational development, relationships drive IJM benefits. Benefits are hosted by a local IJM affiliate who serves as the event Chairperson. The Chair helps IJM to secure a venue in his/her city, assists with publicizing the event to key attendees, and identifies potential donors and Table Hosts. IJM supports the Chair, and he or she communicates closely with the IJM Director of Development for Special Events throughout the planning process.

Strategic recruitment of Table Hosts to publicize and populate the event is also important to the success of a benefit. With the full logistical support of IJM, Table Hosts are responsible for filling a 10-person table with new prospective donors.

The success of a benefit relies heavily on inviting and encouraging people who have the inclination and capacity to be financially engaged with the work of IJM. In addition to our own contacts and resources, we look to our event Chairperson and Table Hosts to actively participate in engaging the most appropriate audience.