



Early Chamber of Commerce Membership Banquet TABLE DECORATING GUIDELINES

Theme: *Autumn Splendor*

- Show off your business, spotlight a new product, or educate guests about your organization by incorporating the theme into your table décor!
- Tables of 8 are round and 60 inches in diameter.
- Centerpieces may NOT exceed 2 feet in height so they do not interfere with guest's view of the stage.
- Please remember that this is a dinner event and guests will need to have room to eat, so please leave a clear 12 inch path around the perimeter of the table for place settings.
- Many business choose to bring gift items to leave at each place for the guests to take home.
- Those attending the banquet will have the opportunity to vote on which table/centerpiece they deem the best, and ultimately, the top-three tables will receive prizes.
- Please note that centerpieces will be given away at the end of the evening, please do not use any items that are priceless or that you wish to be returned to you.
- If you provide alcoholic beverages as gifts for the guests seated at the table you're decorating, please include a statement on each container stating that the contents CANNOT be consumed at The Hideout in compliance with laws by the Texas Alcoholic Beverage Commission.
- You may choose to drop off your centerpiece and any additional items for your table décor at the Early Chamber office by 5p on Tuesday, October 12, and have it set up for you, or you may choose to have a representative arrive at The Hideout between 4p-5p on October 14 to decorate your table.

***REMEMBER: You will not be seated at your own table.

Other banquet guests will enjoy your décor!***

Please contact the Early Chamber office with any questions!

We look forward to seeing everyone's creativity.