

Ladies Christmas Tea

SUNDAY, DECEMBER 3RD | 6 PM

Dear Ladies,

Thank you so much for hosting a table at our "Ladies Christmas Tea," which will take place on **Sunday, December 3rd at 6:00 p.m.** This year Jaime Hlavin will be our speaker. The evening will be a time to connect with friends and give you the opportunity to make some new ones. In a season where the busyness of life can sometimes overtake you, our hope is this night will leave you refreshed and focused on the true meaning of the season.

The individual tickets are \$3.00 per person, or you can purchase your entire table for \$20. This year we will not be serving a full dinner, but we will be providing drinks. **"Hostesses are only responsible for providing decorations and dessert for your table."**

PLEASE CAREFULLY READ THIS LETTER AND ALL ENCLOSED MATERIAL.

ALSO, KEEP THIS INFORMATION IN A SAFE PLACE FOR FUTURE REFERENCE AS OUR SPECIAL EVENING DRAWS CLOSER!

THINGS TO BRING:

1. Centerpiece...

The table decoration is to include candlelight. The candle flames must be protected or covered by a glass globe or votive container due to the fire code. Please use cloth or plastic under the candles if necessary to protect the tablecloth from melting wax.

2. Matches...

For lighting your centerpiece candles.

3. Dessert...

To serve the guests at your table (8 ladies). Please bring everything prepared - the kitchen **will not** be available to you for food preparation. There will be helpers manning the kitchen to assist you with any needs like spills or other emergencies. Please bring desserts that do not need refrigeration as there is no room in the kitchen to store everyone's dessert, and it is more convenient for you to serve.

4. Place Settings... **Tables may be fancy or simple. Every table is different and always lovely!**

Dessert plates (festive paper products are also beautiful)

Forks and/or spoons

Serving utensils

Coffee Cups, Water Glasses & Napkins

Trash bag for easier clean up

5. Tablecloth...You may use Trinity's. We have black or white. The tables need 80" - 90" round cloths if you'd like to bring your own.

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EVENT DAY INFORMATION (Sunday, December 3rd):

1. The gymnasium...

The Ladies Christmas Tea will be held here and will be open for you to set up your tables on Thursday, November 30th from 9:00 a.m. to 4:00 p.m., or on Sunday, December 3rd following the morning service (if these times do not work for you, please contact the church office at (810) 687-2800, to make other arrangements.) All tables must be completed **no later than 5:00 p.m.** on December 3rd. This will allow you time to relax and receive your guests in a peaceful atmosphere and frame of mind. One of the Firesides will be available during the tea to store your boxes, etc. that you brought your things in.

2. Hostesses...

Are responsible to clean their tables after the tea

TICKET INFORMATION:

1. Tickets for the Hostess at each table are free. We so appreciate all your hard work!

2. This year please register and pay for your table online at trinitymm.com. To ensure seating at your table for your personal guests that you are inviting, we suggest you purchase those tickets now and then collect the money from them. Again, the cost to purchase the whole table is \$20.

Call if you have any questions 810-687-2800
www.trinitymm.com