

# Breakfast *for* Israel

Honourary Chair,  
Ruth Aaron

**TABLE CAPTAIN PACKAGE**

Your job is to recruit guests and to encourage them to consider a donation on the day of the event. The following are the basics:

- Your table is a minimum of eight -- typically yourself and seven guests. In some cases, we can go up to ten or a Captain can host two tables. Do not turn someone away when you reach the basic target. All are welcome and will be accommodated.
- We suggest that you approach your prospective invitees at your earliest convenience to avoid being told by them that he/she was already invited by another Captain!



- As you invite your guests, please let them know ahead of time that JNF Canada is asking that each guest make a donation. Gifts will be accepted at the event and there is no ticket that needs to be purchased in advance.
- As you confirm your guests, please provide the JNF Ottawa office with their **name**, **email** and **cell phone** (for registration and security purposes).
- While there is no price to attend, this is a fundraising event. Every dollar makes a difference in the lives of Israelis.
- After the event, Table Captains will typically send their guests a thank you note for attending. JNF is happy to provide notecards and samples.



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***Invite, Invite, Invite.***

To fill a table of 8, you should invite 15-20 people. If you end up with more than seven guests, that's wonderful! We will place them at an adjacent table and work with you on seating.

***Follow up is key.***

Often, people won't respond to your first email/invitation so follow up by email, phone, text and in-person. Then follow up again.

***If they say yes!***

Congrats! You are one step closer to filling your table.

- Let them know you will reach out closer to the event to confirm their attendance.
- Ask them if they know of anyone else who might be interested in attending.

***If they say no***

If they cannot attend due to a schedule conflict, ask them if they'd consider donating to support your efforts and be your "virtual guest." They can make a gift online.



# Q & A

## *What if I cannot fill a full table?*

That's ok! If you find yourself with less than a full table, JNF staff will seat other guests with you – either those without a table host or guests whose table captain has more than seven guests. We'll let you know who else will be sitting at your table ahead of time.

## ***Contacts***

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