

## Luncheon 2018

### Table Host: Sample Guest Invitation Letter

*Invite your guests to The Sophia Way Annual Luncheon. Below is copy that you can use. You can also add a few sentences on why you choose to support The Sophia Way.*

Dear

Would you please join me as one of my guests at a unique benefit luncheon for The Sophia Way in October? You will be a part of an experience of laughter and celebration of the strength of women, and be a part of an effort to reframe the story of homelessness. We will also have an opportunity to help women experiencing homelessness to reclaim their lives and futures with housing support.

The Sophia Way is a vital Eastside program exclusively dedicated to helping end homelessness for single adult women in King County. Founded in 2008 to address the critical needs of the growing population of women experiencing homelessness, the Sophia Way has served several thousand women with a comprehensive array of support, most important of which is help them find housing. The organization believes every woman is housing ready and works with research-based models to ensure the success of significantly more women housed each year.

This is a fundraising event for The Sophia Way, and in addition to a fun and inspiring program, we will be asked for a donation. They want to help people make their very best gift by asking people to consider a monthly donation of \$20 a month for ten months, if possible, or a gift of \$200 or more.

I would be delighted if you could join me and be inspired to help end homelessness for women on the Eastside.

Best wishes,

PS: We are also asked to be sure to bring our sense of humor as well as our hearts!

*Date: Thursday, October 11, 2018*

*Time: Noon to 1:15 p.m. (arrive by 11:30 a.m. to check-in)*

*Place: Meydenbauer Center, Bellevue*



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### Table Host: *Sample* Guest Confirmation Letter

Dear

Thank you so much for being my guest at The Sophia Way #OurWayHome Luncheon 2018 on October 11 at Meydenbauer Center. Please save the date on your calendar.

The lunch starts at noon, please arrive by 11:30 a.m. and I will be there to help you sign-in.

I will be sending you a reminder three days before the event with parking directions.

Looking forward to sharing this fun and impact-filled event with you.

Best wishes,

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*Time: Noon to 1:15 p.m. (arrive by 11:30 a.m. to check-in)*

*Place: Meydenbauer Center, Bellevue*



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### Table Host: *Sample* Guest Reminder Letter

Dear

I am looking forward to seeing you at my table at The Sophia Way #OurWayHome Luncheon 2018 on October 11 at Meydenbauer Center.

Please see the attached parking directions to help you park at the Meydenbauer Center parking garage.

See you soon,

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*Place: Meydenbauer Center, Bellevue*