SATURDAY
OCTOBER 24, 2026
STARTING AT 5:30PM

Sunset
IN THE CITY
a benefit for Anchor Center

REELWORKS EVENT CENTER
1399 35th Street
Denver, CO 80205

BEING A TABLE HOST IS FUN AND EASY!
TAKE A LOOK AT WHAT'S INVOLVED.

THE DEADLINE TO REGISTER AS A TABLE HOST IS AUGUST 1ST!

INVITING YOUR GUESTS

- **Invite guests to attend and sit at your table(s).**
  You may have more than one table. The minimum is an 8 top, the maximum is a 14 top. **Guest tickets are now $175/each.** Note: table hosts and their spouses/partners will still receive a reduced rate ticket for themselves ($100).
- **Send invitations to your confirmed guests.**
  Anchor Center will provide the invitations and encourage you to send them as soon as possible upon receipt. We have both printed and electronic versions available.
- **Submit names and addresses of your confirmed guests to Anchor Center.**
  We will provide you with a Guest Roster Form in the information packet at the Table Host Information Session in June.
- **Notify Anchor Center of any changes to your guest list.**
  Please let Anchor Center know immediately if there are any alterations to your guest list.
- **Ensure that payment for all attendees is sent to Anchor Center.**
  Payment should include $175 per person for all guest attendees on your list.
- **Anchor Center will finalize the table and linen order with the rental company.**
  Should your number of guests change after this deadline, we may not be able to change the size/shape of your table.

DECOR AND EVENT DETAILS

- **Provide the table decor for your table(s).**
  We have hundreds of examples of table decor for you to look at for inspiration. We can provide table decor for you - ask about our sponsorship levels.
- **An open bar and wine service will be offered. You are <u>not allowed</u> to bring your own alcohol at this venue.**
- **Send a thank you note to your guests for supporting Anchor Center for Blind Children and invite them for a tour with an Anchor Center staff member.**

THAT'S IT! WE ARE HERE TO HELP YOU EVERY STEP OF THE WAY, WHILE YOU HELP CHILDREN WITH VISUAL IMPAIRMENTS REACH THEIR HIGHEST POTENTIAL.

anchorcenter.org/sunset2026

Ready to sign up? Questions? Please contact
Savannah Wippel at swippel@anchorcenter.org