



Table Captains Frequently Asked Questions

When and Where is the event?

- Thursday, May 9, 2024
- 10:30 am - 2:00 pm
 - 10:30 am - Reception & Silent Auction
 - 11:30 am - Lunch & Program
 - 1:00 pm - Fashion Show
- The Odyssey
19110 South Ridgeland Avenue
Tinley Park, IL 60477

What does a Table Captain Do?

- As a Table Captain, you serve as an event ambassador and table host who invites individuals to join you in supporting cancer research and Oncology care at UChicago Medicine Ingalls Memorial.
- Your role is to invite friends, neighbors, family members and business, civic or community networks to join you at your host table in support of our cause. Each table seats 10 guests, if you are unsure that you can fill a table of 10, feel free to ask a friend or colleague to be a co-captain!

What is the price to attend the event?

- \$90 per person - \$900 for a table of 10
- You are committing to purchasing one ticket yourself and inviting guests to purchase their own tickets and sit at your table.

How and When can my guests register?

- Registration is open at PromiseOfHope24.givesmart.com
- You may copy and paste the website link and email your guests one of the sample email messages below, or call your prospective guests and share the website address over the phone.

- Be sure to have your guests enter your name as the Table Captain who invited them, to ensure we place your guests at the appropriate table.
- Your guests may also register by calling the foundation at 708.915.6115

I've never done this before! How do I invite guests?

Don't worry, we have sample language for you to use below and online at www.ingallsfoundation.org/events/promise-of-hope/table-captains. Email is one of the best way to reach out. It allows your invitees to refer back to your message for more information. Inviting someone when you see them in-person or over the phone is great as well, and you can follow up with an email that includes the details.

Sample Email messages to prospective Table Captain Guests:

Greetings,

As you know, I'm [insert UChicago Medicine Ingalls connection] and I'm excited to be a table captain for the Promise of Hope Fashion Show luncheon in support of the Comprehensive Community Based Cancer Research and Oncology Program.

UCM Ingalls is a cornerstone in our community -- it combines world class academic medicine with community based medicine close to home throughout the Southland.

Will you join me for the Promise of Hope Fashion Show on May 9th? You will learn about all of the innovative Oncology care programs at UCM Ingalls and hear inspirational stories from patients who are participating on life-saving clinical trials. [insert why you support UCM Ingalls].

This is a fundraising luncheon that costs \$90.00 to attend. Here are the event details:

Thursday, May 9, 2024 - The Odyssey
10:30 - 2:00pm

I hope you will be able to join me. Please register online. (PromiseOfHope24.givesmart.com) If you cannot attend, please consider being my virtual guest by making a gift online and listing me as your table captain.

I look forward to sharing my love of the hospital with you!