Changemakers Table Captain Registration Instructions



Click this link to register online

The first option is Attendance Preference. Click "Attending In-Person"

Add your name and add any dietary restrictions if applicable.

Event Name		^(b) Date and Time
The Count the Kicks Changemakers Luncheon presented by MercyOne		Monday, April 17, 2023 In Person Schedule: 10:45 a.m Doors Op 11:30 a.m Welcome & Lunch 12 p.m 1 p.m Program Dressy Casual or Business Casual Attire
		Virtual Guest Schedule 12 p.m 1 p.m Program Live
Attendance Preference: *	Attending In-Person Attending Virtually	
First Name: *	Colleen	la.
Last Name: *	Dougherty	ltı
Dietary Restrictions (Gluten Free, Nut Allergy, Vegetarian, etc.):	Lactose Intolerant	

Check the "I would like to be a Table Captain" box.

Give your table a clever name (optional)

Thanks to <u>Southern Glazer's Wine & Spirits</u> we have <u>OneHope</u> wines available for purchase this year. If you would like to purchase wine by the bottle for your table guests, click the "**I would like to purchase wine for my table**" box and enter the quantity and type you would like to purchase.

Optional Sponsorsh	ip and Hosting Opportunities:	
I would like to name my table (i.e. Carol's Crusaders):	 I would like to be a Table Captain for \$750 (includes 1 shirt). Colleen's Comrades I would like to purchase wine for my table. 	
	ONE HOPE HOSPITALITY COLLECTION	
No. of Bottles ONEHOPE Brut Sparkling wine:	1 (\$30 each)	
No. of Bottl es of ONEHOPE Chardonnay:	2 (\$30 each)	

Fill out your personal contact information. The address used will be the shipping address for your free T-shirt. The email used will be the one associated with your table. If you'd like to receive future E-Newsletters or other important information and updates from Count the Kicks, click the "Never miss a thing!" box.

Registrant's Contact	Information:
Registrant's Mailing Address: *	123 Maple Ave
City: *	Anywhere *
State / Prov: *	lowa v
Zip / Postal Code: *	55555 ¦1
Registrant's Mobile Phone: *	555-555-5555 It (Required for event information notifications)
Registrant's Email: *	cdougherty@mchsil.com
	✓ Never miss a thing! Click here to have the latest news from Count the Kicks delivered straight to your inbox or phone. Rates may apply to SMS messages and it's easy to unsubscribe.

Let us know if you have attended this event in the past or if this is your first time (optional) Select your free Changemakers T-shirt size (it will be mailed to you within 5-10 business days)

Tell Us More:		
Have you previously attended this event formerly known as the Every Woman Counts Luncheon?	Yes No	
I	CHANGEMAKER	
	Select XS S	
	M L XL 2XL 3XL	
Shirt Size: *	M ~	

If you have guests you would like to register to your table right away and you know their address, mobile number, and email address, you can do it next. If you do not have that information available, you can register them later. You can none, a few, or all nine of them at this time.

Guest Information:		
Register	additional people with me.	
First Name: *	Trisha	B
Last Name: *	Brady	B
Registrant's Mailing ★ Address:	123 Apple Street	
City: *	Anywhere	
State / Prov: 🗙	lowa ~	
Zip / Postal Code: ★	55555đ¦i	
Registrant's Mobile* Phone:	55555555 5 ¦ı	
Registrant's Email: ★	tbrady@mchsi.com	lb.

Select your method of payment. Paying online is the most efficient for *Count the Kicks*. If mailing a check, checks must be received by March 22, or your table will be forfeited. If splitting a table with another table captain, two checks are acceptable, but the table must be paid in full by March 22.

	Method of Payment: *	Select Select Mail a Check Pay Online	Srand Total: \$840.00		
-			< Go Back	Continue >	

Click Continue and you should receive a Registration is Complete! Message



You'll also find your payment information, your registration details and any guests you've registered, an option to register additional guests, add the event to your calendar, and share on social media. Next check your email inbox for two (2) emails from Count the Kicks.

- 1. Thanks for registering for The Count the Kicks Changemakers Luncheon (just a confirmation email like the confirmation page above)
- Changemakers Luncheon Table Manager Information SAVE THIS EMAIL
 This email contains information and the link to manage the guests at your table.



Click the **Manage My Guest List** button and be taken to your very own table management page! **WE SUGGEST YOU BOOKMARK THIS PAGE TO RETURN TO IT EASILY**. Here you can see your current guest list, register new guests, invite guests, cancel guests, and email them directly from the page. Why would you email them? Maybe you want to send your guests a reminder to bring cash for the Josephs Jewelry Gold Box Giveaway, or maybe you want to plan a get together after the event, or maybe you want to just thank them for being your guest!



That's it! Inviting them from this page automatically puts them at your table. You will receive emails every time a new guest registers for your table or declines your invitation. For more information on managing your guests, go to the FAQ page at <u>www.countthekicks.live</u> under the Event Information tab. If you still can't find our answer, contact Colleen Dougherty (515) 729-6871.