

Sugar Plum Tea 2024

- Date:** Saturday & Sunday, November 2 & 3, 2024
- Time:** 8:00 am – 7:00 pm (Tea: 11:00–1:00 / 3:00–5:00)
- Place:** The Nathaniel Center
- Tickets Sales:** Saturday, October 5 at 9:00 am (online only)

The Sugar Plum Tea is Kingwood Ballet's major fundraising event of the year. Ticket price includes finger foods, desserts, preview performance of "The Nutcracker Ballet" and Sugar Plum Salon (hair and light makeup for little girls)

- **Senior and Apprentice company families are required to participate.**
- **Petit & Junior company families are welcomed and encouraged to participate in any of the below.**

Fundraising Tables:

- **Bar:** Mimosas and wine available for purchase (or whatever the Bar committee decides)
- **Boutique:** Nutcrackers, pointe shoes and keepsakes available for purchase
- **Photos:** Photos with Sugar Plum Fairy and Clara available for purchase only if we have a photographer to handle this. Otherwise we have Clara and Sugar Plum Fairy available for personal photos.
- **Raffle:** Assortment of adult and child raffle baskets. A majority of the raffle tickets sold come from our pre-sales efforts. Raffle tickets will be available for purchase at the tea.
- **On-line Silent Auction:** Reintroduced last year. Trying to acquire 7-10 unique items and packages that will raise more money as an auction item instead of raffle basket.

This is a company event. Funds raised benefit all of Kingwood Ballet company and will be applied to choreography, costumes, performance production costs, etc. **Participation in this event is expected from every family of the Apprentices & Senior company members.** This does not mean that other families cannot participate in this event. We welcome all volunteers.

All Senior & Apprentice Company Parents:

- **Each family is expected to provide for our raffle baskets.** Tiffany Beylotte and Marla Yates will be developing the baskets for this year's raffle. They will visit local businesses requesting donations and then will infill the baskets with supplemental items to enhance the interest.
 - Provide a monetary donation of \$75-\$200+ for Raffle Committee to use to fill the baskets.
 - Cash, check or credit card accepted. Credit card payments accepted through Sign-Up Genius. There will be a processing fee applied.
 - Contact me if you have an idea for a raffle basket. Tiffany, Marla and I will discuss if it fits for this year's raffle.
 - If you know of a business that might be interested in making a contribution – please contact me first. Tiffany, Marla or I may have already contacted them and we do not want to appear unorganized.

All baskets will be valued between \$150 ~ \$500. We request your monetary contribution by **September 13.**

- **It is expected that each family sells at least \$100 worth of raffle tickets.** Purchasers need not be present to win. These tickets are easy to sell – neighbors, extended family members, co-workers, sporting team members, etc. The largest portion of our profit is generated from raffle ticket pre-sales. *Actually – people are making a donation to KB in return they are welcome to a certain number of raffle tickets. Using that approach – which is the truth – will encourage more participants.* I will be happy to provide tax receipts to anyone. Please make all efforts to reach your minimum pre-sale amount of \$100.00. Our annual budget relies on these pre-sales.
- **We now accept credit cards for raffle ticket pre-sales through our BetterWorld Donation account.** Each family can share the link. Upon checkout the donor is asked for the name of the dancer they are supporting. I can easily tally the responses so each dancer is credited accordingly.
- **Everyone works the day of the event:** This is mandatory! All jobs are equally busy. Sign up for a specific job through Sign-Up Genius. All of us are expected to be at The Nathaniel Center ALL WEEKEND! Jobs will include decorating both floor and food service area, helping with food/beverage preparation and replenishing food on the tables, ushering, supervising the Sugar Plum Salon, taking photos, helping with raffle, working at the Boutique and Bar, etc. and finally clean-up! Everyone helps with clean-up.

Use Sign-up Genius Volunteer link.

<https://www.signupgenius.com/go/10C0D4AADAD23A0F49-49857075-sugar>

- **All families need to contribute 10+ dozen desserts.** We need a total of 528 dozen desserts for all 4 teas. I am hoping we can find other families who can contribute. Otherwise, the KB Apprentice and Senior company families will need to provide 20 dozen desserts each!
- The dessert table is a featured display at the Tea and is highly anticipated by our young guests. We fill it with an assortment and variety of different individual servings of desserts such as: pretty chocolate candy, holiday or ballet themed cookies, mini-cheese cakes, cupcakes, iced brownies, marshmallow pops, chocolate covered strawberries and pretzels, etc.
 - These desserts may be solicited from local bakeries but HOMEMADE desserts are preferred.
 - If being donated by a bakery NO ADVERTISING allowed on the item. That bakery will be recognized on our donor board, in our Nutcracker Program and on our website.
 - Please do not individually wrap the desserts – this gives a totally different feel to the presentation of the table and I think actually “cheapens” the appearance of what we are trying to accomplish.
 - We will not cater to any specific dietary concerns. KB cannot and will not assume that kind of liability.
 - Please, no store bought cookies/brownies unless specifically decorated for this event. This is a special event. We are asking people to financially support Kingwood Ballet and they should feel like they are special when they attend the Tea.
 - Use Sign-up Genius to register your dessert. Check the list as we do not want too many of one type of dessert. If I see this I will ask the later sign-ups to provide something else.
<https://www.signupgenius.com/go/10C0D4AADAD23A0F49-50365773-sugar>
- **Lend Serving Platters & Ice Chests:** We need dozens of platters and cake stands to serve the food and desserts. We also need large ice chests for keeping fruit cold and ice for the beverages. Please tape your name on the bottom of the plates & platters and on the side of the ice chests. Use sign up genius to register your equipment.
- <https://www.signupgenius.com/go/10C0D4AADAD23A0F49-50366453-sugar>

- **Food Prep:** We will need some people to help with food prep prior to Saturday and Sunday morning. Fruit needs to be washed, mini-sandwiches need to be made and bread needs to be cut. The catering chairs have requested volunteers to help prep and store these items that weekend. Use sign up genius to volunteer.
- <https://www.signupgenius.com/go/10C0D4AADAD23A0F49-50365775-sugar>
- **WE NEED EVERYONE TO STAY AFTER THE TEA UNTIL EVERYTHING IS CLEANED UP, LOADED IN APPROPRIATE VEHICLES AND RETURNED TO STORAGE UNIT.**

Senior Company Dancers:

- Perform in costume
- Mingle and interact with guests after the performance
- Prepare 6 - 10 **or more** decorated pointe shoes for boutique sales.

Apprentice Company Dancers:

- Dress in Sunday/Tea attire
- Work the Sugar Plum Salon doing hair and light make-up. Not sure if we will reintroduce nails – I have overheard slight disappointment in not having this the past couple years.

With everyone's help and participation we can make this a huge success! Thanks in advance for your commitment!

QUICK RECAP:

- **Everybody works both days of Tea**
- **Every family contributes \$75-\$200 to raffle baskets**
- **Every family sells \$100 in raffle tickets**
- **Every family contributes at least 10 dozen desserts (we can use more)**