



Frequently Asked Questions - For Hosts

How can I be a host of an NOC event?

Visit our table in the Social Hall and get assistance from our team to help you plan out the details and description of your event. Fill out a registration form and leave it with a team member, and we will review and confirm the details with you.

Once I fill out the Host Application Form, can I change the date of the event later?

Not really; please be sure to carefully consider the date you choose. The date you set for the event is advertised in the catalog and bidders are asked to check their calendars before committing to attend. Changes in dates are very difficult to accommodate.

What are the responsibilities of being a host?

- 1.) You will make the decisions regarding your event "theme," what to serve, when to have it, and where it will be. You can choose a date anytime from May through November, 2020.
- 2.) The cost of putting on your event will be your responsibility, or shared if you form a partnership with co-hosts. This is your donated gift to the Center.
- 3.) You are responsible for contacting your guests 2-3 times: once in April and again closer to your event. This contact should be welcoming and include any details as to directions, what to wear or expect, etc.
- 4.) You host the event! Prepare or supply the food and welcome your guests. We have found that folks love these opportunities to engage with one another and the conversations flow very easily. If you are having a sit-down dinner, having a theme to get conversation going may be helpful. Talk with our NOC team if you would like ideas. Our main goal is to help you provide a comfortable, safe environment for folks to get to know one another.

How do I know who's coming?

Once the silent auction is complete, you will receive a list with all contact information for your guests (aka the winning bidders!) via email and US Mail.

How/When do I contact my guests?

Hosts should contact their guests as soon as possible just to establish communication. Let them know where the event is being held and any other information that needs sharing at that time. Hosts will again contact all participants 10-14 days before the

event with special directions or other details, and to inquire about food sensitivities. A quick reminder a couple of days prior to the event should be sent as well -- we have found this helps to ensure against "no-shows." If you would like help notifying your guests, you can let us know and one of the Center's volunteer receptionists will assist you in making phone calls.

Is the cost of putting on my event tax deductible?

We encourage all hosts to consult with their tax adviser regarding the deductibility of the cost of the event. At the end of the year, we will send a form to all hosts thanking them for their donation to the Center for Spiritual Living, which also provides our Tax ID number. You may fill out the form and submit it to your tax professional.

SAMPLE IDEAS/DESCRIPTIONS:

Come and Thai One On with Stewart & David

Saturday, April 19, at 7:00 pm

6 guests

Hors d'oeuvres and beverages will be presented by David, and Stewart will delight you with his Thai red curry, pineapple chicken rice, and a delicious dessert. A rotating slide show of their trip to Thailand should inspire shared conversation of foreign travel experiences

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Eating Backwards!

Saturday, August 9, 12:00 - 2:30 pm

8 guests

Join Jim and Mary for a fun afternoon of conversation, laughter, and good old American food – with a twist! Beginning with dessert, we will move on through a picnic lunch of hamburgers and veggie salads. Following lunch, appetizers will be served — or you can get a doggie bag if you're too stuffed! Croquet and horseshoes will be available to play.

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A Walk In The Woods with Will and Jill

Saturday, July 19, 7:00 to 9:30 pm

15 guests

Led by nature-loving Will, come enjoy the Audubon Preserve in the Mayacamus Mountains. We will gather at the parking area and walk on a well-used path to an overlook of Alexander Valley where we will enjoy vegan snacks and beverages. Jill will guide us in group chanting for the 8 o'clock sunset over the coastal mountains.