

# **HOST DETAILS**

## ***DIPLOMATS CLUB BREAKFAST***

1. Diplomat's Breakfasts occur the 2<sup>nd</sup> Thursday of each month from 7:15 a.m. – 8:30 a.m.

***\*Note\****

***the Cater and Chamber Staff will arrive at your place of business at 6:30 a.m. for set up.***

2. Provide tables and chairs for 60 – 70 people.
3. Provide 2 tables for the Caterer's to set breakfast food on.  
***\*Catering is arranged and paid for through the Chamber***
4. Provide 1 table and 2 chairs for registration.
5. Provide at least one door prize valued at \$25. Have a representative present to officially welcome attendees and draw for a winner at approximately 7:45 a.m. The host will have an opportunity to talk about their business during the Vice Chairman's report.
6. Meeting lasts approximately 1 ½ hours.