



CAMP ROSENBAUM

— TEA PARTY —

Saturday, November 14th, 2026 • 1:00pm – 4:00pm

Location: Grace Chapel
27501 SW Parkway Ave, Wilsonville, OR 97070

Table Host Info

Thank you for hosting a table at the 2026 Camp Rosenbaum Tea Party! This is one of our primary fundraisers for Camp Rosenbaum and one of our favorite events. The Tea Party is a wonderful afternoon with delicious food, great raffle and silent auction items, friendly faces, and of course, tea! Each table is individually hosted and features a theme chosen by the table host(s). Tickets for admission are \$45 each and all proceeds from the event go directly to Camp Rosenbaum to support our programs in 2026!

So you're a host...

Each host is provided a blank table that seats 8 people. You are responsible for:

Choosing a theme: You can choose any theme you like and decorate your table according to the theme. Themes can be as simple or as complicated as you choose. We also invite you to encourage your guests to dress according to your table theme!

Setting up your table: We provide you with a blank 60" round table and 8 chairs. The rest is up to you! You will need to bring a tablecloth, table decoration, place settings for 8 (plates, glasses, teacups, silverware), teapots, napkins, etc. You are providing anything you and your guests will need to eat at your table. Some table hosts also provide gift bags to their guests to thank them for attending. We will provide all food and beverages for guests, but due to liability concerns, we ask that you do not bring additional food for guests. If you or your guests have dietary restrictions, we are happy to accommodate, just let us know when signing up.

Guests: Invite your guests! Your guests will need to purchase their tickets to sit at your table (tickets for admission are \$45 each). Once your guest has committed, they can pay for their seat when they arrive or ahead of time at www.camprosenbaum.org/teaparty. Some guests prefer to pay by check or cash and can give this to you as well. Please pass this on to us or drop it in the mail as soon as possible so we can mark them as paid.

If your table is sponsored by you, a company, or one of your guests, and RSVP link will be sent to you to share to anyone you invite to sit at your table. Leading up to the event, we will ask you to provide a final list of your table attendees, so that we can compare to who has paid and/or RSVP'd and guide them to your table when they check-in.

Food & Drink: Camp Rosenbaum will be providing tea, coffee, water, pastries, sandwiches, and plenty more food.

On the day of the event...

Set-up: The venue will open at 11:30 am for table set up. Please arrive no later than 11:45 am so that you have enough time to set your table. The goal is to be finished with all table set up by 12:30 pm before the early guests start arriving. Table setup often takes longer than anticipated, so please give yourself plenty of time.

Hosting: Once your guests arrive, you are the star! We truly could not make this event successful without our table hosts. Please welcome your guests and introduce them to the event. Encourage them to participate in the raffle and silent auction. (Raffle tickets will be available for purchase at the event.) We will have a sponsored coffee bar available as well that will have made to order specialty drinks.

Food will be served buffet style so you and your guests can walk up with the plates from your tables and serve yourselves. (You won't need to bring serving trays or serving utensils.) We'll also have a brief presentation for guests to thank them for attending and tell them more about Camp Rosenbaum. After lunch, we'll have a last chance for guests to participate in the raffle and silent auction before the winners are announced.

Clean-up: We'll all be around for clean-up from 4:00 to 5:00pm. If you bring your items in a storage bin or tote, we will have a place on-site where you can store them during the event and pull them back out to pack things up afterward.

Please note: We are offering table hosts the option to bring a raffle item/basket for the event and their ticket at their table will be FREE

Again, thank you for hosting a table at the 2026 Tea Party! If you have any questions at all, please contact Sarah Gillani at sarah@camprosenbaum.org.