

Fr PAINT NIGHT

January 28th - Wednesday

Time 5:00-7:30

Set up 3:30

Needs:

| Pre-event: | Name: | Contact Number or Email: |
|--|----------------------|---------------------------------|
| Event Chair | | |
| Event Co- chair | | |
| Communication Contact Erin Maudlin (instructor) and pick design | Shelby | |
| Make Poster/update Fliers/signs for event | Shelby | |
| Track RSVP | | |
| Purchase food items | 1. 2. 3. 4. | |
| Purchase art materials (canvas, paint) | 1. Shelby | |
| Tech (communicate and set up with Mr. Starn) Run and trouble shoot at event | Joseph Smith | 916-705-9125 |

| | | |
|---|---|---|
| Track RSVP | | |
| Day of event | | |
| Set up (Time 3:30pm - 4pm) Get ice, wrap tables with paper, set up easels, paint, plates, registration table, food, etc. | <ol style="list-style-type: none"> 1. Nikko Thomas 2. 3. Shelby 4. | <p>916-407-7550</p> <p>916-298-0037</p> |
| Signage | | |
| Registration/ payments | <ol style="list-style-type: none"> 1. Marcie Amaya 2. | |
| | | |
| Serve food and drinks Arriving 4:45 | <ol style="list-style-type: none"> 1. Angela Rigor 2. 3. 4. | |
| Clean up | <ol style="list-style-type: none"> 1. Marcie Amaya 2. Shelby & Dustin 3. 4. | |
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