

The Ultimate Guide to Bank Night!

Step #1: Check In

Team Name _____

Team Captain _____

Step #2: Food Wristbands - Wristbands are \$10 per person when purchased on Bank Night. Price of wristbands will increase to \$15 at the door.

Our Team Needs ____ Survivor Food Wristbands (free)

Our Team Needs ____ Food Wristbands (purchased)

Our Team has ____ Registered Participants (total)



Step #3: Fundraisers – Teams are encouraged to hold fundraisers on the day of relay! Please include Food fundraisers or any onsite fundraisers.

| What is your fundraiser? | What times are you holding the fundraiser? | Will you be: At your Campsite or do you need a Power site? |
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Step #4: Event Announcements - If you would like something announced at the event – please indicate which timeslot and what the announcement should say. Only those announcements collected at Bank Night are guaranteed to be announced.



- Time Slots: 10:45am, 12pm, 1:15pm, 2:30pm, 4:45pm, 6pm, 8pm & 11:30pm
- Please complete attached form. Use extra paper as needed (please include team/time slot)

Step #5: Opportunity Basket – Each team is asked to provide at least one opportunity basket to be raffled on the day of Relay!



- You are welcome to bring more!
- More information at Station # 5 at Bank Night!
- All of the tickets in your basket's raffle box will count towards your team's fundraising goal!

Step #6: Volunteer Hours – Each team is asked to provide 4 volunteer hours to set up, take down or help with the day of event. Please have a preferred and secondary timeslot.

| Which Team Member? | What Day/Time? | Which Area? |
|--------------------|----------------|-------------|
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Step #7: T-Shirts - Tally how many shirts you need for each size for participants (white shirts – Hope T-shirt Club for those that raised \$100 or more on your team) and survivors (purple shirts – not previously picked up).

| Participant | Survivor | Small | Medium | Large | XL | 2X | 3X | 4X |
|-------------|----------|-------|--------|-------|----|----|----|----|
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Step #8: Luminaria – Please confirm the names (especially the spelling) that should be displayed on the scroll during the Luminaria ceremony. Please include all names even if the bag was previously purchased online – or–individually.



- Please complete attached form. Use extra paper as needed (please include team/time slot)

Step #9: Turn in Money! – This is the last chance to turn in money (in person) before Relay... Continue to use the Fundraising App!

Step #10: Get your Campsite –

Our campsite number is:



Information to complete and bring to Bank Night (continued)....

Team Name _____

Step #4: Event Announcements - If you would like something announced at the event – please indicate which timeslot and what the announcement should say. Extra announcement cards can be requested.

Time Slots: 10:45am, 12pm, 1:15pm, 2:30pm, 4:45pm, 6pm, 8pm & 11:30pm

| Time Slot | Announcement |
|-----------|--------------|
| | |
| | |

Step #7: Luminaria – Please confirm the names (especially the spelling) that should be displayed on the scroll during the Luminaria ceremony. Please include all names even if the bag was already purchased online –or–individually.

Team Name _____

| Check one: | | | | Cash/Check/ Online | Yes/No |
|--------------|-------------|--|---|-----------------------|--------------------------------|
| In Memory | In Honor | Name for Scroll (As you wish for it to be listed) | Who Sold Luminaria Bag? (Their Name) | Method of Purchase | Does it need to be made? |
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