

GAFL End-of-Year Luncheons Guidelines – Updated 10/1/2024

Process:

In the Fall, reserve a venue within the budget. Estimate 120 attendees but don't guarantee a number. Later on, get any prizes and centerpieces and finalize the menu. About a month ahead, ask captains for attendee count. If not everyone on their roster can attend the luncheon, teams can choose to invite subs. Most caterers need their final count at least a week ahead. Remember to invite the Website coordinator, respective League Coordinator, Statistician and Sub Committee Chair.

Budget 2025:

- Approx. \$25 per attendee, including room charge, bartender fee for cash bar, tax and tip.
- Door prizes, centerpieces, decorations and entertainment are not in the budget... If the hosting team/s choose to have any, they are expected to donate or ask businesses and restaurants to donate.

The League Coordinators organize and have a separate budget for:

- The agenda for the luncheon
- The prizes for the year-end winning teams, and any other miscellaneous gifts awarded.
- Excellence Awards
- The round robin (score sheets, balls, prizes, courts). In recent years, only the B League holds a round robin. It usually runs 9-11am and the luncheon begins at 11:30.

Host teams: Please provide feedback/updates to these guidelines!