



Saturday, March 29, 2025

Event Ticket Seller Committee Members

Mark Becker
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Dawn Cattau
Jimmy & Sheri Christensen
Marie Haahr
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Keith & Michelle Loecker
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Joani Potts
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Al & JoAnn Steffen
Pat Steffen
Jamie Walter
Jolene Weinandt
Mark & Leah Noecker

Event Ticket Seller Committee Responsibilities

Please refer to the enclosed Gala flyer for event information. Remember, every year you have an important job to sell tickets, promote the Gala and be a source of information.

It is very important to contact each name on your ticket list. Don't assume who will or will not buy. **Follow up with everyone and turn in as you sell 6 to 10 tickets.** Even though the Gala is March 29, please do not wait until March or the last minute to get tickets sold. **Sell Gala tickets as soon as you get your ticket packets.** Sell early to prevent ticket buyers calling the Development Office asking about being contacted. It is very important to get tickets sold in advance to monitor seating and dinner numbers.

New this year, \$40 Event Tickets and \$50 for after deadline tickets. This is only the second ticket price raise in 30 Galas. This year's event ticket increased only by \$5 per ticket. Note the ticket deadline is Tuesday, March 18, 2025 for \$40.00 tickets. On Wednesday, March 19, 2025 and after, the price increases to \$50.00 per ticket. Turn in ticket sales each week to see how sales are going. Turn in sold tickets as soon as you sell to Kristi at the Development Office. All sold and unsold tickets need to be turned in no later than, Thursday March 27, 2025. Again, tickets sold by Tuesday, March 18, 2025 will be \$40 per ticket, Tickets sold March 19, 2025 or after will be \$50 per ticket—No exceptions.

Encourage attendance when selling tickets. If someone buys a ticket and indicates they cannot attend, note that on your Ticket Sales sheet when returned to the Development Office so seating and dinner count can be planned.

Remind ticket buyers to buy soon in case we have to cut-off ticket sales when capacity is reached. We would not want to turn guests away due to full capacity. **Please give each couple the same color tickets** so they do not have to stand in two different lines. Gala tickets are color-coded to expedite entry the night of the event. Therefore, there will be a check-in ticket line for each of the three colors of tickets, red, blue, and green. The ticket numbers are color-coded.

Put the man's name first if possible so the auction number is on the man's number. Remember to mark on your ticket sales sheets "Paid by Check" (PLEASE indicate a check with the check number) or "Paid by Cash."

Write the names of each user on each ticket in the space provided on the back of the ticket. The Gala ticket number is used as the bid number, too. Remind guests to inform the Check-in table attendant if the name on the ticket is reassigned or different from the purchaser. This is important because the Sale Clerks are updated with ticket/bid number changes after guests are checked in at the door. The Development Office organizes the ticket sellers and ticket selling lists. Kristi at the Development Office will keep inventory of ticket sellers and ticket numbers. If someone buys a ticket and someone else will attend on that ticket, please mark it clearly on the ticket register so we have record of who will use that ticket number.

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***Make checks payable to CCCS Gala.**

Ticket Prices go up to \$50 March 19, 2025. Be sure to inform ticket buyers. Turn in all your \$40 sold tickets no later than Tuesday March 18, 2025 at 4:30 p.m. You can continue to sell up to Wednesday the week before the Gala, pending crowd capacity is still available and not sold out, but there are no exceptions to \$50 tickets bought on March 19th or after.

No at-the-door ticket sales that night. Ticket money must be collected ahead of time from ticket buyers and turned into the Development Office before the night of the Gala. Late comers without tickets will not be allowed.

Gala event tickets are needed for any part of the event or all of the evening. This is an adult only event, no minors. Seating is close for adults and the social aspect of the evening is not conducive to babies, children, or minors.

All workers and evening helpers need to purchase a ticket. Many people work at their own expense for months ahead of the Gala. Those who work in advance or that evening all need tickets.

Thank you!

The success of this event is possible because of the dedicated volunteers, committees, donors, and buyers. We appreciate all participation in this wonderful event that supports our Cedar County Catholic Schools.



Scan the Code to View or Print All Committee Responsibilities and Gala Updates/Information.

Please Contact the Catholic Development Office at
(402) 254-3912 with questions!