



**Benevolent and Protective Order of Elks of the United States of America**

July 9, 2018

Dear Exalted Rulers, Members and Lodge Sweethearts,

Homecoming 2018 will be the weekend of September 21-22 at the Children's camp in Ottine, TX. The purpose of Homecoming is to have fun, renew friendships, make new friends, and raise money for our state major projects: the Texas Elks Camp and Texas Elks Grants for Special Children.

In an effort to make the Homecoming 2018 experience a fun one for everybody the following guidelines have been developed from input based on previous years. All Sweetheart tables will be located outside under the awning. Tables are on first come basis. Each Sweetheart will receive one (1) 8-foot table. Sweetheart's can start selling at Noon of Friday. Booth hours are Friday 12:00 to 5:00 and Saturday 9:00 to 2:00. **At 2:00 pm Saturday all raffles and silent auctions must be closed, and winners announced.**

This year we are going to allow lodge sweethearts to use portable credit card processing at their booths and for the Live Auction items. If you or your lodge have a device like The Square or Pay Pal or Pay Anywhere, you may use it at Homecoming. When you arrive and check in for your table we will ask if you will be accepting credit cards at your booth and for your live auction item. If you need more information about accepting credit cards, please call or email me: [vanessa.lang@dfwcard.com](mailto:vanessa.lang@dfwcard.com) or 817-909-1578. **Remember there are always fees associated with credit cards so plan accordingly.**

The following information is the Homecoming Sweetheart's Guidelines:

- 1) Once the table is setup, you are responsible for the items on that table.
- 2) Please bring only ONE item for the live auction (at least \$100.00 Value). Please provide us with a written description of your item and a minimum starting bid if desired. We are not responsible for your live auction item until after check in begins on Saturday around 10 am.
- 3) You can do raffles, games, silent auction or have items for sale. No alcohol can be sold by the drink, only bottles of wine or liquor can be used at your booth.
- 4) All raffles **MUST** be completed, and the winner announced, **PRIOR** to the start of the Live Auction.
- 5) You are responsible for collecting payment for all items at your table.
- 6) Non-credit card payments made for the live auction item will be provided to the sweethearts at the close of the auction. If the sweetheart is using a credit card device, they must be present at the live auction to accept the credit card payment directly from the bidder.
- 7) At the end of the day return the provided tally sheet(s) to Bev Vesper so that the total amount raised during the Homecoming weekend can be computed. Please be patient and listen closely to directions from Bev Vesper who oversees the Live Auction.

All proceeds raised by a Lodge Sweetheart during Homecoming go to their Lodge sweetheart program and are applied to their Lodge total.

**Note: All auction winners pay for each auction item separately, regardless of the form of payment used.**

Sincerely,  
Vanessa Lang  
Interlodge Activities and Red Pig Chairman

**Elks Care - Elks Share**