



12th Annual 'Dream Builders' Gala & Auction 2019

UMass Lowell Inn & Conference Center

50 Warren St, Lowell MA 01852

Friday, March 1, 2019, 6-10 pm

Advance Sale Tickets \$100 pp

* **Mark Your Calendars!** Our first committee meeting will be on Wed, Oct 3 @ 5:30 pm in our main offices in Westford at 124 Main St (Hicks Farm – enter through side entry door in brick building closest to white barn).

Gala Committees / Task Sheet

Publicity & Promotion Committee (3-5 hrs/week, office work + travel to hang flyers)

Program & Print Committee (Jan-Feb, 10 hrs/week, experience w/ Publisher preferred)

Sponsorship Committee (Jan-Feb, 3-10 hrs/week, phone follow/up in office)

Auction Procurement Committee (Jan-Feb, 5-10 hrs/week, must use own transportation to travel to surrounding towns/businesses)

Donation Request Committee (Nov-Feb, 10-20 hrs/week but very flexible)

Gift Basket Procurement & Packager (Jan-Feb, 2-5 hrs/week)

Décor Chair

Décor & Auction Set-up (March 1, 11am-1pm OR 1-3 pm timeslots)

Gift Basket Assembly (Feb 11-15 – flexible hours, min 2 hr increments)

Auction Catalog Data Entry (Jan-Feb, 10 hrs/week)

Clean Up Team 10-11 pm, March 1 at UML ICC

CONTACT

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