

WASH-I-BAGOS' RALLY COMMITTEES
BRIEF DESCRIPTION OF DUTIES AND RESPONSIBILITIES

DECORATIONS - This usually includes decorating the interior of main building and eating area (including providing table cloths), and stage area, but may include more if the committee is so inclined. In purchasing tablecloths allow for 3 hospitality tables, caterers tables, and possible vendor tables if requested. Extra rolls of table covering are never a waste since it usually not available at a rally location and can be passed on to next committee. With the Rally theme in mind, work closely with the WASH-I-BAGOS officers to incorporate the theme within a budget of \$225.00. Submit receipts to treasurer. The Board will determine table layout, stage position, etc. and work with set up committee. A good base line plan is for 6 seats to small tables i.e. Lynden, but Moses Lake had large tables that accommodated 8 to a table and approximately 360 people. A Minimum of 10 rows of tables to fit the number of attendees with a walking space/aisle between tables in row. Layout drawing will be available to committee.