

**Check List**  
**100 Parties**

**IN FOLDER**

**Cover Letter to host**

- Check List

**RIGHT POCKET**

- Top VII Party Ideas
- Top VII Reasons to Host a Party
- 100 Parties
- EVITE Info
- Things to Know to Host a Successful Party
- Sign In Form

**LEFT POCKET**

- Gay Games Fact Sheet
- How To Ask For Money
- Discount Code Flyer
- Instructions on Completing Registration Form
- Sample Registration Form
- Discount Code Registration Summary Form (for host to complete)

**IN BOX:**

- DVD
  - Tee Shirt
  - Brochures
  - Postcards
  - Donation Forms / Benefits
  - Volunteer Sign Ups
  - Registration forms
  - Privacy Envelope
  - FEDEX Envelope
  - FEDEX Form
  - Please include the following in the FEDEX Return Pouch
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