



## House Party Kit

Dear Friends,

Thank you for your interest in throwing a house party for Andrea Peeples! House parties are great ways to raise funds and introduce your friends and family to her candidacy. This kit will provide you with all of the information you'll need to throw a successful house party.

Please review the "Financial Procedures" on page three of this document. If you have questions, contact the campaign at (614) 221-2081. Judicial campaigns have unique fundraising laws and we want to make sure your party is a success!

Don't forget to call the campaign as soon as you begin planning so we can add your party to Andrea's schedule. We can also help you with the invitations, contact lists, and campaign literature. After the party, send your favorite digital pictures from the house party to [campaign@peeplesforjudge.com](mailto:campaign@peeplesforjudge.com).

Thank you again for your support of the Peeples for Judge campaign. It is through your hard work and dedication that Andrea's message will reach the voters of Franklin County.

Regards,

The Peeples for Judge Campaign

\* Printed In House \*

# House Party Example Timeline

## 3 Weeks Before the Party

- Are you interested in hosting the house party yourself or do you have “co-chairs” in mind? If this is a group effort, establish roles.
- Select a date and time. Contact the campaign at (614) 221-2081 to determine Andrea’s availability. We’ve found that Friday and Saturday evenings work best for most attendees. Plan on the event lasting around two hours.
- Choose a location. Have it in your home or apartment, office, or anywhere that has ample space and good parking.
- Compile your guest list. Consider family, friends, co-workers, neighbors, and members of any social or professional organizations you may belong to.
- Set a fundraising goal. Be ambitious!!
- Decide what types of refreshments to serve. Light appetizers work best.
- Mail or email your invitations. Make sure the invitation clearly states that the house party will be raising campaign funds so you don’t surprise your guests.

## A Week Before the Party

- Call your guests and remind them about the house party. Be sure to go over driving directions.
- Call the campaign with any last minute questions or to request literature at (614) 221-2081.

## Day of the Party

- Set out the campaign literature, nametags, and sign-up sheet. Pens and envelopes (for donations) will also be needed.
- Set up refreshments.
- Have fun and rally support for the Peoples for Judge campaign!!!

## The Day After the Party

- Mail donations and a copy of the sign-up sheet to The Committee to Elect Andrea Peoples Judge, John P. Curp, Treasurer; 21 E. State St., 12<sup>th</sup> Floor, Columbus, OH 43215-4221.
- And lastly, over the next few days, send thank you notes to your guests.

## Fundraising Procedures

In order to simplify the finance procedures on both your end and our end, here are some suggestions on how to properly fundraise at your event. Please read through all guidelines as they are critically important to the campaign!

### **Mail all donations to:**

**The Committee to Elect Andrea Peeples Judge  
John P. Curp, Treasurer  
21 E. State St., 12<sup>th</sup> Floor  
Columbus, OH 43215-4221.**

- Checks are made payable to “Committee to Elect Andrea Peeples Judge”.
- All donations should be accompanied by the donor’s name and address. If the address on the check is a P.O. Box, please ask the donor to write in a street address.
- All donations of \$200.00 and over must be accompanied by the title of the donor’s occupation and name of his/her employer.
- The maximum amount an individual may donate is \$500.00.
- Cash donations (maximum of \$100.00 per individual) must be mailed to the address above with the donor’s name and street address included within envelope.
- For credit card donations, please direct the donor to <http://www.peeplesforjudge.com>. A link will allow the donor to donate via PayPal.
- Regarding joint checking accounts, the person signing the check will be the person credited with the donation. Separate checks will be required if both individuals want to donate. The signature on the check must match one of the printed names.
- The campaign does not accept corporate checks.
- Please keep all receipts!
- For all other questions, please contact the campaign office at (614) 221-2081.

# Peeples for Judge

## Example House Party Sign-In Sheet

Name	Address	Phone	Please add me to the email list	Please contact me about hosting a house party

**Please mail this sheet and all donations to:**  
The Committee to Elect Andrea Peeples Judge  
John P. Curp, Treasurer  
21 E. State St., 12<sup>th</sup> Floor  
Columbus, OH 43215-4221