

# PAWparazzi Angel Fund Guidelines

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## EVENT DETAILS

Thursday, May 28, 2015

6 p.m. – 10 p.m. **(AF Owners arrive no later than 7 p.m.)**

Alhambra Dinner Theatre

12000 Beach Boulevard

Jacksonville Beach, FL 32246

## EVENT DESCRIPTION

PAWparazzi is a gala to benefit First Coast No More Homeless Pets (FCNMHP)! This event features an elegant dinner and champagne reception, amazing silent auction, and a live runway fashion show featuring the latest fashion from local boutiques and pets rescued by our Angel Fund, all in the beautiful Alhambra Dinner Theatre.

## DRESS CODE

- Pet owners are to be well groomed and well dressed
  - Suggested attire is cocktail, gala or business casual
- Pets should be well clean and well groomed
- Pets are allowed to wear costumes

## CODE OF CONDUCT

- Pet owners are to treat others (FCNMHP staff, Alhambra staff, event guests, other pet owners and Angel Fund pets) with respect
- Pet owners should NOT appear intoxicated or under the influence

## PET WELFARE

- Pet owners should keep as much distance between their pets and other pets as possible
- First Coast No More Homeless Pets and Alhambra Dinner Theatre will clear as many safety hazards as possible for this event. However, neither party is responsible for the welfare of your pet – so please keep an eye out for any potential safety hazards.

## PET OWNER RESPONSIBILITIES

- Provide photos of your pet for the “before and after” slide show. We understand if you do not have before photos. Needed no later than May 22.
- Provide description of your pet’s activities, learned tricks, etc. for our emcee. Needed no later than May 22.
- Bring anything you need to care for your pet
- Arrive at the Alhambra Dinner Theatre at 7 p.m. on May 28
- Walk pet down the runway during the show

## FCNMHP RESPONSIBILITIES

- Plan, promote and host event
- Provide Angel Fund pets with water, kennels and poop bags
- Provide a room for Angel Fund pet crates/kennels

- Provide backstory of Angel Fund pets for emcee
- Provide before photos of Angel Fund pets for “before and after” slide show

## **DINING**

- Angel Fund families have two dining options:
  - 1 – If you choose to stay and eat at Alhambra, you must pay \$25 (at-cost fee). This only includes Angel Fund pet owners. One guest may attend at the rate of \$25, but all other guests must pay full amount. If you have other guests that would like to attend with you, please contact us no later than May 22 or order their tickets online at [www.fcnmhp.eventbrite.com](http://www.fcnmhp.eventbrite.com).
  - 2 – If you choose to leave after the show, you may take a free meal to go. This only includes Angel Fund pet owners. If you have other guests that will be assisting you with the runway portion, please contact us no later than May 22.

## **KEEP IN MIND**

- Please make sure your pet has emptied his/her bowels before show time.
- Models, staff, boutique owners, hair and makeup artists, and volunteers will be present during this event. While we are sure all of the animals are friendly, please keep as much distance as possible between your pet and the aforementioned parties.

## **EVENT PROMOTION**

FCNMHP will handle the mainstream promotion of this event. However, we strongly encourage Angel Fund families to promote the event as well via social media, flyers, word of mouth, invitations, etc.

## **CONTACT**

If you have any questions or concerns, please contact Keira Kitchings, Marketing & Events Manager:

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