



Amador STARS  
Cancer Support, Transportation  
& Resource Services



Mailing: P.O. Box 208 • Jackson, CA 95642 • Office: 60D Ridge Road • Sutter Creek, CA 95685  
209-267-1246 • [www.amadorstars.org](http://www.amadorstars.org)

## Team Captain - Things You Need To Know!

- **Sponsorship for a team is \$150**, payable to Amador STARS. Once your sponsorship has been paid, you will become an official team. Sponsorship should be paid within 30 days.
- **You are team number \_\_\_\_\_**. Your team number is very important. All team donations must be identified with their team number in order to get team credit. Please stress this point with all your team members!
- **NEW THIS YEAR! We are offering quick and easy online registration** at [amadorstars.org/register.html](http://amadorstars.org/register.html)  
Please encourage your team members to register online! Individual team members (*including captains and co-captains*) must register online or fill out a **Team Member Registration Form** (green sheet) by July 31 to order event t-shirts. Captains can collect these forms from team members and turn them in together if preferred.
- We suggest that you ask team members to raise a minimum of \$100 each for the team effort. Team members who turn in at least \$100 by July 31 will receive a free event t-shirt.
- Set a team goal and plan fundraisers (car wash, bake sale, bingo, etc.). **Illumination candle orders** can also go toward team fundraising, but they must be identified with your team number in order to get team credit.
- Teams can participate in the **Quarter Challenge** by collecting quarters. Tell your team members to bring all their quarters to the event, then collect the quarters and turn them in at the event. There will be a contest to see who collects the most quarters!
- Donations are collected before the event. They can be turned in any time by team members or captains. **Deposit forms** (yellow) are included in each team member packet.
- **Please be sure you or a co-captain attends each captain's meeting**. We will distribute team materials and answer questions at these meetings. The meeting schedule is on the next page.
- **Communicate with your team!** Keep them informed about the event.
- All forms are available online at [www.amadorstars.org](http://www.amadorstars.org), at the STARS office, and at team captain meetings. Collection and pre-addressed envelopes are also available.
- **If you'd like to know who donates to your team, ask your friends to send donations directly to you, not to the STARS office.**



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## Meeting Schedule

**NOTE:** Check in for all captain's meetings (shaded in gray below) at 5:00 pm at the STARS office at 60D Ridge Rd in Sutter Hill (next door to Los Hermanos Mexican Restaurant). You can bring your dinner and drinks with you.

| Date                            | What's Happening  |
|---------------------------------|---|
| <b>Tuesday<br/>May 23</b>       | <b>Captain's Meeting:</b> 5:00 pm. Bring sponsorship fee of \$150, funds raised to date, and fundraiser event ideas and dates.  |
| <b>Tuesday<br/>June 13</b>      | <b>Captain's Meeting:</b> 5:00 pm. Turn in all team member paperwork, donations, and fundraiser events and dates. YARD SIGNS WILL BE DISTRIBUTED  |
| <b>Monday<br/>July 31</b>       | <b>Deadline to register-<u>remind your team members</u></b> to complete their registration if they want an event t-shirt and plan to raise at least \$100! Also survivor & youth chaperone registration deadline. |
| <b>Friday<br/>September 8</b>   | <b>T-shirt distribution</b> during event setup. Teams set up team area.   |
| <b>Saturday<br/>September 9</b> | <b>Band Against Cancer</b> at Italian Picnic Grounds in Sutter Creek.   |
| <b>Tuesday<br/>September 19</b> | <b>Band Against Cancer Wrap Up Meeting &amp; Celebration:</b> 5:00 pm at the STARS office   |

## Explanation of the Forms!

### In the Captain's Packet:

- **Team Roster** is included in your captain's packet. It is for your convenience to track information about your team. Do not turn this form in.
- **Youth Chaperone Form** is required if you are forming a team consisting of children (18 years old or younger). There must be one chaperone (25 years or older) for every 8 youth team members. **This form is not required for parents/guardians attending with their own children.**



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## In the Team Member's Packet:

- **Individual Team Member Registration Form** (green sheet). Individuals can use this form to register or register online at [amadorstars.org/register.html](http://amadorstars.org/register.html)  
  
Registrations must be received by the STARS office by July 31. One team member per form, please! Captains and co-captains must register also!
- **Donation Forms** (yellow) are included in each team member packet. The **deposit form** should be included **each time** donations are turned into STARS to ensure that your team is credited with earned donations. The **donation receipt** form can be given to donors upon request. There are also **credit card donation instructions** if needed.
- **Sample Donation Letter** is included in each team member packet to help explain what STARS and Band Against Cancer are all about. Team members can send this letter to potential donors and use it to solicit donations.
- **Illumination Candle Order Form** is included in each team member packet. Candles can also be purchased online at [amadorstars.org/luminary.html](http://amadorstars.org/luminary.html)  
  
Additional forms are available at [www.amadorstars.org](http://www.amadorstars.org), at the STARS office, and throughout the community.
- **Survivor Celebration Invitation & Registration Form** is included in each team member packet. New this year, survivors can register online at [amadorstars.org/survivor.html](http://amadorstars.org/survivor.html)  
  
Additional forms are available at [www.amadorstars.org](http://www.amadorstars.org) or at the STARS office.
- **Caregiver Pinwheel Order Form** – New this year, our pinwheel garden will sprout with thanks for caregivers who have helped on the cancer journey. Pinwheels can also be purchased online at [amadorstars.org/pinwheel.html](http://amadorstars.org/pinwheel.html)
- **BBQ Dinner/Dance Flyer** – New this year, our feature event will be an old-fashioned BBQ dinner & Dance featuring live swing & rockabilly music by the Cantaliers (formerly the Tune-Ups). Tickets are \$35 each and include dinner at 5:30pm in the Hall and dance admission at 8:45pm in the Outdoor Pavilion. Limited number of tickets available -- purchase online at [amadorstars.org/dance.html](http://amadorstars.org/dance.html)
- **Yard Sale Flyer** – Amador STARS will again hold its huge yard sale at the Pine Grove Park. We are accepting donations at the park on Thursday June 8th (9am-7pm). We have no storage, so can't take items in advance. If you can spare a few hours to help at the event, please contact us. Yard sale hours: Friday June 9 from 8am to 6pm and Saturday June 10 from 8am to 11am.

**Feel free to copy any enclosed materials. If you need additional copies of anything, go to [www.amadorstars.org](http://www.amadorstars.org) or stop by the STARS office.**