



Reaching Excellence in Achievers & Leaders, Inc.  
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[www.reachingexcellence.org](http://www.reachingexcellence.org)

**Reaching Excellence in Achievers & Leaders, Inc.**  
**10-Year Anniversary Fundraising Gala – “A R.E.A.L. Decade of Excellence”**  
**Honoree Commitment & Information Form**

Event Date: Sunday, September 20, 2026  
Location: El Caribe Country Club, Brooklyn, NY

**1. Honoree Organization Information**

Contact Person Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

How would you like your organization's name to appear in all printed and digital recognition?

\_\_\_\_\_

**2. Honoree Table Commitment**

Each honoree is asked to purchase or sponsor one table of 12 seats at \$175 per seat (\$2,100 total).

Please indicate your commitment:

- Yes, we will purchase/sponsor one table of 12 at \$2,100.
- We are unable to sponsor a full table, but would like to discuss other ways to support.

**Payment Information**

Total Sponsorship Amount: \$ \_\_\_\_\_

Payment Method (check one)

- Check (payable to Reaching Excellence in Achievers & Leaders, Inc.)
- Credit Card
- ACH / Wire Transfer
- Please send us an invoice

Billing Contact (if different from above):

Name: \_\_\_\_\_ Email: \_\_\_\_\_

**3. Additional Contribution/Scholarship Naming**

For total contributions or fundraising of \$5,000 or more, a scholarship will be named in your honor and you will receive elevated benefits.

- Yes, we would like to increase our impact.

Additional contribution amount (beyond table): \_\_\_\_\_

Total intended support (table + additional contribution): \_\_\_\_\_

Please list your preferred scholarship name (if applicable): \_\_\_\_\_

**4. Honoree Bio for Program & Website**

Please email a short bio (100-150 words) about your organization and /or branch to be used in our gala program and on our website. You may include your mission, brief history, key services, and how you serve the community.

We may lightly edit or length and clarity. Email bio to: [events@reachingexcellence.org](mailto:events@reachingexcellence.org)

Name and contact person for submitting bio (please include logo/picture

Name: \_\_\_\_\_ Email: \_\_\_\_\_

**5. Journal Tribute Information (Initial Details)**

Honorees receive a full-page tribute in our commemorative journal.

Headline / Tagline (if known): \_\_\_\_\_

Name and contact for submitting artwork/message/logo:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

*Note: Final Journal Tribute Guidelines & Deadlines: High Resolution PDF due date: July 31, 2026 will be provided in a follow-up packet from our team.*

**6. Guest Registration & Seating Notes**

You will receive a guest registration template to submit your table list.

Estimated number of guests you plan to host: \_\_\_\_\_

Primary contact for guest list and seating:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Please share any initial notes (e.g., accessibility, seating preferences, dietary needs):

\_\_\_\_\_

**7. Next Steps – What Our Team Will Send You**

Once we receive this completed form, our team will follow up with a detailed Honoree Packet, including:

- Event logistics and timeline
- Journal tribute guidelines and deadlines
- Guest registration and seating information

**8. Authorization**

By signing below, we confirm our acceptance as a 2026 Gala Honoree and our intention to fulfill the commitments indicated above.

Authorized Representative Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form by July 31, 2026 to:

Email: llyttle@reachingexcellence.org

Phone (questions): (917) 685-9741