

# BANQUET HOST INFO

## 4-H SASKATCHEWAN ANNUAL RECOGNITION BANQUET

### Introduction:

Thank you for volunteering to be a banquet host at the Annual Recognition Banquet on March 22, 2025! This banquet will consist of paying tribute to our sponsors, donors, and special award winners.

### What is a Banquet Host?

A banquet host looks after the well being of a special guest during the Annual Recognition Banquet. You will welcome your guest, ensure they are comfortable, assist them to their seat, show them around the store, and sit with them the entire night. You are a face of 4-H for your guest all evening! You will find out who your guest is on the day of the event.

### What do I do?

- Assist and entertain your guest before and after the banquet
- Dress formally for the banquet
- Know where you are to be seated for the banquet
- Arrive early to await your guest
- Shake hands with your guest and introduce yourself
- Talk about your 4-H experience
- Make sure they know that you are thankful for their support
- Say goodbye to your guest at the end of the evening

### Tips & Tricks

- Be prepared to talk about yourself & your 4-H experience
- Prepare a few questions to ask your guest
- Remember your guest's name
- Ask your guest how they want you to address them (i.e. "Do you prefer Mr. Harold the Hare or just Harold?")
- Introduce them and yourself to everyone at your table
- Offer to take their coat and get them a drink
- Talk to them and don't ditch them to talk to your friends

If you ever feel uncomfortable or distressed with your guest, please find a 4-H staff member!



### Conversation Starters

- Were you ever in 4-H? What project/club?
- What do/did you do for a living?
- What's the best advice you have for young people?
- Is there anything about my time in 4-H that you would like to learn more about?



## THANK YOU!

We greatly appreciate you ensuring that our special guests are taken care of at the Annual Recognition Banquet. By taking the time to share your 4-H story, you have ensured that our guests remain dedicated to the 4-H program.



CANADA  
4-H Saskatchewan