

Want to Attend a LLA Member Luncheon?

Please follow these simple steps to make your reservation. LLA luncheons are held on the second Monday of the month at noon.

RSVP no later than noon on the first Monday of the month. Here's how:

- Send an email with your name (and your guest's name, if bringing one) to rsvp@ladieslibrarykzoo.org. Or call Deb Killarney, LLA lunch reservation coordinator, 269-352-7501.
- Tell Deb if you prefer the non-meat luncheon option (veggie or might feature fish) or other dietary restrictions (allergies, gluten free) so that the kitchen can determine how best to accommodate your needs.
- If you RSVP, payment is expected, unless you **cancel before** the RSVP deadline.

Payment of \$14 per lunch must arrive by noon on the first Monday of the month, a week before the luncheon. There are several ways you can pay:

- Send a check written to LLA. Note the month of luncheon in the memo area. Example: September luncheon.
- Mail your check to the LLA, 333 S Park St, Kalamazoo MI 49007, or drop your check through the mail slot on the front door of the LLA.
- Pay with a credit card by calling Grace Anne Kalafut at 269-501-3002. NOTE: the charge will be \$14.50 per person. This includes the credit card fee, but it's still cheaper than a stamp!
- Or give cash or a check to Deb or Jan Symons at a prior meeting.

CHECK-IN with Deb Killarney at the LLA on the day of the luncheon. See Deb at the desk near the front entrance.

This process gives the kitchen crew time to finalize the list for needed ingredients, shop, set-up appropriate seating, and arrange decor. Please remember we're all volunteers and need your help to better manage member events. Thank you!