

# JANUARY

2026

## TABLE CAPTAIN ACTIVITY CALENDAR

ACCESS FULL TOOLKIT HERE:  
[techaccess.org/tablecaptains](https://techaccess.org/tablecaptains)

### MAIN OBJECTIVES

- Familiarize yourself with the Table Captain Toolkit
- Compile your guest list
- Send out initial invites

Questions? Reach out to  
[luncheon@techaccess.org](mailto:luncheon@techaccess.org)

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14 REGISTRATION OPENS	15 REVIEW TOOLKIT	16	17
18	19	20 INVITE GUESTS	21	22	23	24
25	26 CREATE FUNDRAISER (OPTIONAL)	27	28	29	30	31

# FEBRUARY

2026

## TABLE CAPTAIN ACTIVITY CALENDAR

ACCESS FULL TOOLKIT HERE:  
[techaccess.org/tablecaptains](https://techaccess.org/tablecaptains)

### MAIN OBJECTIVES

- Follow up with invited guests to register
- Share event out on social media

Questions? Reach out to  
[luncheon@techaccess.org](mailto:luncheon@techaccess.org)

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3 FIRST FOLLOW UP	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24 SECOND FOLLOW UP	25	26	27	28

# MARCH

## 2026

# TABLE CAPTAIN ACTIVITY CALENDAR

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## MAIN OBJECTIVES

- Finalize guest list, utilizing the guest tracker tool if needed
- Facilitate the donation experience and advocate for TAF at event
- Follow up with guests and invitees to encourage donation

Questions? Reach out to  
[luncheon@techaccess.org](mailto:luncheon@techaccess.org)

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3 COMPLETE GUEST TRACKER (OPTIONAL)	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23 REGISTRATION CLOSED	24 TAF VARSITY LUNCHEON!	25 FOLLOW UP WITH GUESTS	26	27	28
29	30	31				