

Thank you for your support of Franciscan Outreach! We are looking forward to honoring our beloved friend and champion, Fr Ed Shea, OFM, on Thursday, September 28 at the magnificent [Drake Hotel!](#)

We hope these FAQs help you prepare for the event!

*If you should have further questions, please contact us at [sally@franoutreach.org](mailto:sally@franoutreach.org)*



**1. What is the format for the evening?**

The event begins with a reception in the Drake Room which includes an open bar, passed hors d'oeuvres, and a wine pull.

A wine pull is a “drawing” for wine! Each bottle will be wrapped so the label cannot be seen. For a \$20 donation, you choose the surprise wine bag of your choice!

After the reception, in the Gold Coast Room, there will be a 3-course dinner with wine service, a presentation honoring Fr Ed Shea, organizational highlights, and an opportunity to support of work.

**2. What is the suggested attire?**

Smart casual or festive attire is recommended. The event is not black tie or black tie optional.

**3. How long is the Gala?**

The event begins at 6:30 pm and is expected to conclude at approximately 9:30 pm.

**4. Where is parking?**

You may valet your vehicle at 140 E Walton Place, the entrance of the hotel. Please keep your valet ticket with you. Before you leave the hotel, remember to obtain a green voucher from the Registration Desk to receive discounted valet parking of \$31. Present both your ticket and the green voucher to valet at exit.

Alternately there is [Parking - 900 North Michigan Shops | Chicago's Iconic Shopping Collection \(shop900.com\)](#) which is located diagonally from the hotel.

**5. Do I need to bring cash to purchase drinks at the event or are all beverages hosted?**

Beverages are hosted by Franciscan Outreach. There will be a one-hour open bar during the reception and wine service during dinner. Non-alcoholic beverages will also be available with no charge.

**6. Are there vegetarian or gluten-free options for dinner? If I have food allergies, who should inform?**

There are options available. Please notify us at [sally@franoutreach.org](mailto:sally@franoutreach.org) as soon as possible if you or your guests have dietary restrictions or food allergies.

**7. How do I pay for the wine pull?**

The wine pull donation may be paid in cash. Additionally, all major credit cards, cash, and checks are accepted at the time of the pull.

8. **Will there be a coat check?**  
Yes, a complimentary coat check will be available outside the Drake Room.
9. **Do I need to be vaccinated for COVID-19 to attend the Gala? Are masks required?**  
While Franciscan Outreach as an organization supports and encourages vaccinations, proof of vaccination is not required at the venue nor is the wearing of masks.
10. **May I purchase my ticket onsite the day of the event?**  
Unfortunately, no. Due to the format of the evening, advance purchase is necessary. If you wish to support our mission and work, please visit [our website](#).
11. **If one or more of my registered guests is unable to attend, may I invite others in their place?**  
Absolutely! If there is time, please notify us at [sally@franoutreach.org](mailto:sally@franoutreach.org) of the change. Otherwise, please inform the attendants at the registration table the night of the event.
12. **Do you offer any kind of ticket discount?**  
There are no discounted prices, all tickets are \$250 per person.
13. **Is my ticket tax-deductible?**  
Your ticket purchase, less a projected fair market value of \$150, is tax-deductible as provided by law. Franciscan Outreach is a 501(c)(3) organization. Tax ID #36-2928835
14. **If I am unable to attend, will I receive a refund?**  
For those who cannot attend, the ticket price will be considered a donation to allow Franciscan Outreach to continue to provide food, shelter, and care to people experiencing homelessness in Chicago.
15. **Is there a ticket sales deadline?**  
So we may plan accordingly, we respectfully ask that tickets are purchased by September 15, 2023.
16. **Will I receive a confirmation of my ticket purchase?**  
Yes. You will receive an email acknowledgement of your ticket purchase.
17. **When will I receive my event ticket?**  
There is not a physical ticket for the Gala. Your name will be at the registration table beginning at 6:30 pm the night of the event.
18. **May I purchase a table without knowing the names of my guests?**  
Yes, however, we kindly ask that you purchase your table by September 8 and inform us at [sally@franoutreach.org](mailto:sally@franoutreach.org) of your guests' names as soon as possible.
19. **If I purchase a table, is it reserved in my name or my company name? Is seating assigned?**  
Your table will be reserved based on the payment method. If the table was purchased through your company, the reservation will be under the business name. If the ticket was purchased by you as an individual, it will be registered under your name. The tables are assigned.
20. **Venue Accessibility**  
Please contact us at [sally@franoutreach.org](mailto:sally@franoutreach.org) to notify us if there are mobility issues. The Drake Hotel will have staff available to assist our guests that need additional assistance.