



Amherst College



Reunion 2024 Planning Handbook

2024 Reunion Chairs

For contact information, see Appendix A, the Alumni Directory (engage.amherst.edu/alumni) or contact your class liaison.

Headquarters locations will be confirmed with Reunion volunteers in late fall.

CLASS OF 1954—70th Reunion

Reunion Chair: George G. Watson Jr.

CLASS OF 1959—65th Reunion

Reunion Chairs: Claude E. Erbsen and James E. (Jim) Scott

CLASS OF 1964—60th Reunion

Reunion Chairs: John R. (Jack) Crutchfield and Joel M. Miller

CLASS OF 1969—55th Reunion

Reunion Chair: Robert E. (Rob) Simpson Jr., DSW

CLASS OF 1974—50th Reunion

Reunion Chairs: Bruce D. Angiolillo, Esq., Frank S. Gordon, William F. (Bill) Weaver and David W. (Dave) Werner

CLASS OF 1979—45th Reunion

Reunion Chairs: Mindy I. Pickard, M.S. LAC. and John J. Seidl

CLASS OF 1984—40th Reunion

Reunion Chairs: Ralph S. Cummins and Amy Sargent Swank

CLASS OF 1989—35th Reunion

Reunion Chairs: George L. Bischof and Kristin K. (Krissy) Campbell

CLASS OF 1994—30th Reunion

Reunion Chair: Suzanne M. Schindler

CLASS OF 1999—25th Reunion

Reunion Chair: Ardail R. (Dale) Henry

CLASS OF 2004—20th Reunion

Reunion Chairs: Katyuska Eibensteiner and Joseph H. Tringali

CLASS OF 2009—15th Reunion

Reunion Chair: Laura V. Smith

CLASS OF 2014—10th Reunion

Reunion Chairs: Christopher L. (Chris) Friend and Ian T. Hatch

CLASS OF 2019—5th Reunion

Reunion Chair: Diane H. Lee

Alumni and Constituent Engagement Contact Information

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WELCOME TO REUNION PLANNING!

Reunion 2024 will be held from Wednesday, May 29–Sunday, June 2.

Amherst has a long history of successful Reunions, and we have no doubt that this year will be a great success as well. Year after year, alumni gather to mark a milestone of the time since their undergraduate days at Amherst, and year after year, behind the scenes is a big group of people working to make it all happen. Without dedicated and enthusiastic volunteers, Reunion would not work as well as it does. **Thank you for being one of those volunteers.**

As you may already know, one of the pleasures of Reunion is that people are here for many different reasons. Alumni attend to spend time with old friends, to visit the campus again and see how it's changed, to take advantage of the many activities offered (intellectually stimulating and otherwise) or to bring family back to a much-loved place. For some, Reunion means participating in a flurry of activities—panels, lectures, readings, gatherings and talks—while others focus on the quieter moments. The relationship between you, our alumni volunteers, and staff in the office of Alumni and Constituent Engagement will help to support a wide range of experiences that meet the many varying interests of our alumni.

This handbook serves as a guide and checklist for your committee. Included is much of the information you will need to begin planning for your upcoming Reunion. **The handbook and other resources are also available online at amherst.edu/alumni/events/reunion/reunionplanninghandbook.** In addition, the staff of Alumni and Constituent Engagement are available to answer any of your Reunion planning questions. We look forward to working with you over the next year to help make this a memorable Reunion for all involved.

Best of luck, and have fun!

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REUNION DEADLINES + IMPORTANT DATES SUMMARY

- **September 28 and October 2:** Zoom Training for Reunion Volunteers
- **December 1:** Class Fee Structure and Fee Statement Due
- **Early February:** Registration opens
- **March 1:** Program Forms Due
- **April 1:** Headquarters Form Due
- **April 1:** Alumni and Constituent Engagement will be in touch with preliminary class program schedule
- **April 15:** Program schedule and descriptions finalized (after being approved by committee and speakers)
- **April 15:** All Vendor Information Due to Class Liaison
- **April 30:** Final deadline for all program additions/changes in the printed Reunion program
- **May 15:** Cancellation Deadline
- **May 29–June 2:** REUNION

MONTHLY PLANNING TIMELINE + SUGGESTED COMMUNICATIONS

Mailings will be sent by email (or by paper mail to those without email). Classes may choose to send one mailing to all classmates on paper, including a registration form. The College will offer email templates for many of these communications.

Please be aware that all communications (copy, photos and any other graphics) that are sent through College communications channels—email, College-run social media, amherst.edu webpages, or snail mail—will be reviewed by the Advancement Communications team. All communications are formatted according to the College’s style guide and Visual Identity Toolkit for the sake of consistency ([view online at amherst.edu/news/communications/visual-identity-toolkit](https://www.amherst.edu/news/communications/visual-identity-toolkit)). We may make edits to your message to ensure that the invitation aligns with the College’s messaging guidelines and best practices; if that is the case, we’ll share the revised draft with you before it is sent (and we’re always happy to explain the rationale for any edits!).

SEPTEMBER

Begin building your team. Reunion Chairs should start reaching out to fellow classmates to recruit potential committee chairs and members.

★ **Suggested Communication:** Draft a save the date for your class and recruit additional volunteers. *Your class liaison can provide samples.*

OCTOBER/NOVEMBER

Schedule a Reunion planning Zoom or conference call in cooperation with class liaison for class members who are interested in participating in planning. Your class liaison will provide resources and information you need to be ready, including past budgets, programs and class lists, in addition to the data at the back of this handbook.

Fall tasks:

- Set general budget (consider entertainment, meals, tent, etc.)

- Set class fees (deadline: December 1)
- Begin inviting speakers and coordinating programs
- Appoint Attendance Committee chair(s)

★ **Suggested Communication:** If you have any vacant committee positions, consider sending another recruitment message to classmates before the holidays. You may also want to solicit program ideas from classmates in this communication.

DECEMBER

Class fee structure and statement due to your class liaison by **December 1**.

JANUARY

Begin to brainstorm class-sponsored programs and invite classmates to participate. All program details are due by **March 1**.

FEBRUARY

Registration opens in early February. An email announcement from the College will go to all Reunion classes with registration information. An auto-populated list of attendees from the registration system will appear on the “Who is Registered?” page on the Reunion website.

Program Chairs should meet with class liaisons this month to discuss progress in preparation for the **March 1** deadline.

★ **Suggested Communication:** In mid-to-late February, send a class-specific letter to announce registration and class fees and share any class-specific updates. *Your class liaison can provide samples.*

MARCH

Class Program Form due **March 1**. It’s important to have all program details as accurate and complete as possible, as the College cannot ensure that last-minute requests will be met.

★ **Suggested Communication (optional):** In addition to telephone calls and personal emails, you may want to send a registration reminder to classmates with updates on class plans for Reunion, including programs, meals and activities. If you haven’t already sent a postal mailing with a paper registration form, this is a good time. *Your class liaison can provide samples.*

APRIL

Deadlines this month:

- Headquarters Form due **April 1**.
- Vendor information due to your class liaison by **April 15**.
- Program schedule and descriptions finalized **April 15**.
- Final deadline for all program additions/changes for the printed Reunion program is **April 30**.

★ **Suggested Communication (optional):** Consider sending another class-wide registration reminder in late April. This could include additional information on class programs and/or a link to the class schedule on the Reunion website (this will not include private programs like dinners,

so that will need to be included separately in your communication). *Your class liaison can provide samples.*

MAY

Cancellation deadline is **May 15**. No housing refunds after this date. Refunds for class fees will be determined by the Reunion Chair and Treasurer after Reunion.

JUNE

REUNION: May 29–June 2

GENERAL REUNION SCHEDULE

Wednesday

2 p.m. Reception Center opens. Campus residences open for on-campus accommodations.

Thursday

All day College-sponsored programs (lectures, museum tours, etc.)

Some class Reunions begin with Thursday activities (golfing, other sports, etc.) and an optional dinner.

Friday

All day College-sponsored programs

Afternoon Class programs begin and are held at 1 p.m., 2:30 p.m. and 4 p.m. (if a class requests, morning time slots are also available)

5 p.m. Presidential Reception with Michael A. Elliott '92

Evening Class dinners and entertainment

Saturday

All day Class programs at 9 a.m., 10:15 a.m., 1:45 p.m. and 3 p.m.

11:30 a.m. Conversation with the President and Annual Meeting of the Society of the Alumni and the Alumni Council

Noon Complimentary Reunion Luncheon on Valentine Quad

Evening Class banquets and entertainment

Sunday

9 a.m. Service of Remembrance and Community

Noon Reception Center closes

GENERAL INFORMATION

Reception Center

The Alumni House Reception Center serves as the general headquarters for all Reunion operations. This is often the first place returning alumni go when they arrive on campus. They check in and pick up a copy of the final program, as well as their individual class programs and room keys if they are staying on campus.

Parking and Transportation on Campus

Parking

Parking permits are required for on-campus parking during Reunion. Permits are available at the Reception Center and will be supplied to alumni when they come to check in. This parking permit will allow for parking in designated areas on the main campus. We ask that alumni park in designated areas only and observe the “No Parking” signs. Any parked vehicles that block traffic will be towed (for safety and accessibility reasons).

Please be aware that there is absolutely no parking permitted on the grass in the Main Quadrangle. Parking on the street of the Main Quad is for people with handicapped-parking placards or specific mobility needs only, and available on a first-come, first-served basis. Regular shuttle service is provided between parking lots and the Main Quad. Ten-minute pick-up and drop-off zones will be available in front of each residence hall on the Main Quad.

All handicapped-parking placards, or photocopies, will be honored by the Amherst College Police. The police cannot issue handicapped-parking placards.

Please note: Your parking permit allows for parking in any designated parking space on campus. A Reunion parking permit does not apply to any metered or pay-box parking space in the town of Amherst, including designated weekday Permit Parking Only areas on streets in the campus vicinity.

On-Campus Shuttle Service

The campus shuttle will run every 15 minutes from parking lots on Route 9 to the Reception Center, Main Quadrangle and South (Tennis Court) Lot. Please note that this shuttle does not have the capacity to transport large groups between programs. Shuttle hours will be published on the Reunion website in spring 2024.

As you remember, the Amherst College campus has many hills. Programs are held in a variety of locations, and our ability to provide individuals with transportation between buildings and programs is limited. Alumni with mobility concerns can call 413-542-2313 before Reunion to discuss available services.

On-Campus Housing

On-campus housing is available for alumni and guests on Wednesday through Saturday evenings. Rooms may be reserved when registering for Reunion online or by paper registration form.

Alumni and Constituent Engagement will make the housing assignments on a first-come, first-served basis. Registrants intending to stay on campus should register for housing at their earliest convenience to ensure availability. We do our best to house all classmates within the same residence hall (or set of residence halls).

Please note: Actual room assignments will not be available until alumni arrive on campus.

Residence hall rooms are functional (extra-long twin size beds, sheets, towels, a pillow and a blanket are provided). There are no rooms with private baths. All residence halls and houses are non-smoking. The residence halls are not air-conditioned; we encourage guests to bring a fan and nightlight if they find it necessary. For more information on housing, please see the Reunion General Information webpage: [**amherst.edu/go/reunion**](http://amherst.edu/go/reunion).



Reunion Chairs will receive a form asking for a list of classmates who should be housed at headquarters (as space allows). Most often the Reunion Chair and their committee members elect to stay at headquarters. **All alumni staying at headquarters still need to register and pay for housing.** The charge for on-campus housing is \$45 per person, per night; the charge for children aged 4–12 is \$20 per child, per night. **The housing fee is waived for Reunion Chairs and one guest. Housing is free for alumni and one guest each for the Classes of 1939–1964 (60th Reunion and beyond)** and for children under 4 years old.

Classmates who prefer to stay in local hotels or motels are advised to make their own arrangements well in advance, as this time of year is high season for commencements and reunions across the five colleges. A list of local accommodations is available on our website: [**amherst.edu/visiting/lodging**](http://amherst.edu/visiting/lodging).



Children and Families

Reunion includes a number of family-friendly programs. These events are designed for families to participate together, and children cannot attend without a parent or guardian present. As Reunion approaches, check the schedule for more information about what is being planned for this year.

Please note that minors visiting campus should be supervised at all times by an accompanying adult.

The College will not be offering a Reunion childcare program. If parents or groups of families privately contract with babysitters to watch their children while they are at events, that arrangement is between the parent and babysitter, and beyond the scope of what a class or the College can provide. The College also cannot provide lists of names of local sitters, or our student workers. We do suggest checking out websites like Sittercity.com and Care.com. Please note: Care.com and Sittercity.com are private for-profit businesses and are in no way affiliated with Amherst College.

Food and Refreshments on Campus

For many meals that are not provided by classes, alumni can purchase meals at Valentine Hall during Reunion weekend. (Please note: Valentine will not be open for dinner on Saturday evening as class banquets are being held.) Prices and hours will be posted online and in the final Reunion brochure.

Many of the cafés on campus are also open at various times throughout Reunion. Full schedules will be published in the Reunion program.

The Reception Center offers light refreshments (coffee, tea and snacks) during its hours of operation. On Saturday, there is also a complimentary Reunion Luncheon offered on the Valentine Quad for all alumni and guests.



Safety and Security

Security

Security is always an important issue when so many guests are on campus for Reunion. In the past, there have been incidents of reported theft from class headquarters and program sites. The College cannot assume liability for such items and classes have had to cover the cost of replacing stolen goods that are rented from vendors.

A locked storage room is available in headquarters for each class and keys will be given to the Reunion Chair upon their arrival on campus. In addition to materials for your bar, we strongly encourage you to use this room to secure souvenirs, AV equipment, helium tanks or anything else you may have borrowed or rented for Reunion. Please also encourage classmates to keep their rooms locked at all times.

Lost and Found

During Reunion, articles found on campus can be turned in at the Reception Center, where they will be held until Sunday morning. At this time, all unclaimed items will be brought to the Amherst College Police station and held for 30 days. If you believe you have left something behind on campus, please call the police station business line at 413-542-2291.

Weapons and Fireworks

It is a criminal offense for anyone to carry a firearm or other dangerous weapon on any College property. Under the state's strict gun control law, those caught with unlicensed guns face a mandatory one-year minimum sentence upon conviction. Violations of the state law on firearms and other dangerous weapons are considered extremely serious and may lead to criminal charges, including arrest. The Commonwealth of Massachusetts also prohibits the possession and discharging of any type of fireworks, including sparklers.

Alcohol

All alcohol must be served by a TIPS-certified bartender. BYO parties and no-host bars are not permitted on the campus. **Please see pages 18 and 19 for detailed information on alcohol service on campus.**

AA Program

An Alcoholics Anonymous meeting may be available on campus Friday and Saturday. There are also many meetings in the local area. Specific information will be provided in the final program.

Cannabis

Please note that the use of cannabis is prohibited on the Amherst College campus and in public spaces in the Town of Amherst.

YOUR CLASS LIAISON

Class liaisons are staff members in Alumni and Constituent Engagement who provide planning support to Reunion Chairs and committee volunteers throughout the planning process. Liaisons typically begin their work with a class in the summer prior to their next Reunion. Class liaisons are included in Reunion planning meetings and provide data, historical information, advice and other resources as they guide the class through the planning year.

Class liaisons provide and assist with the following:

- Scheduling and attending Reunion Planning Committee meetings
- Preparing and sending class and committee correspondence (in concert with Advancement Communications)
- Updating class account information; processing invoices and reimbursements; sample budgets
- Past invoice and schedule information for planning purposes
- Class lists for Attendance Committee and program speaker planning
- Consulting on program ideas and offering suggestions; **coordinating all faculty invitations for programs**
- Coordinating class assistant schedules
- Coordinating with Amherst College catering for food and supply orders (if applicable)
- Details about resources at headquarters
- Space reservations for recreational and private programs (all room assignments are made by Alumni and Constituent Engagement staff)
- General support and guidance

Class liaisons are not able to help with the following:

- Hotel blocks for classmates staying off campus
- Hiring performers or facilitating auditions for performances at Reunion
- Reunion Books (outside of the 25th and 50th Reunion classes)
- Compiling class survey or questionnaire results
- Contact information for Emeritus faculty (if not publicly available on College website)

REUNION CHAIR RESPONSIBILITIES

Building a Team



The first task of the Reunion Chair is to recruit your classmates to form a Reunion Planning Committee and think about potential committee chairs. Committees should begin to form well before Reunion, typically six to nine months in advance. Recruiting volunteers can be time-consuming, but the process is well worth the effort.

Coordinating a strong team is your main priority. It is important to bring a wide

variety of classmates into the committees to ensure that your Reunion reflects the diverse identities, interests and talents of your class. **Specific responsibilities of committee chairs are described in the following sections.** Talk with your classmates, share the descriptions in this book, identify the best candidates for each position and start recruiting early!

It is important to plan a class conference call or virtual meeting in October or November. During this call/meeting, you will want to discuss how to recruit additional volunteers as needed, review the budget, set class fees and begin inviting speakers and coordinating programs. Work with your liaison in Alumni and Constituent Engagement to help set up this call/meeting.

Getting the Word Out: Communication Options

Working with the Attendance Committee and your Web Editor/Social Media Chair, you will want to promote Reunion in regular correspondence on your class website, social media pages (if your class uses them) and other class communication channels. While publicity alone cannot guarantee good attendance, it will certainly make a big difference.

You will work with your class liaison in Alumni and Constituent Engagement to prepare and send class and committee correspondence. We will format and send communication to your classmates via email or postal mail. Stationery and webpages listing the Reunion Chair and committee members will also be prepared by our office. All Reunion communications will also be reviewed by the Director of Advancement Communications and must follow the College's Visual Identity Toolkit ([view online at amherst.edu/news/communications/visual-identity-toolkit](https://www.amherst.edu/news/communications/visual-identity-toolkit)); should we need to make edits to your communications, we will share those edits with you before sending your letter or email. **Please see the suggested communications timeline on page 1.**

Class Assistants

Class Assistants are current Amherst students who play an important role in the implementation of Reunion. The Reunion Chair often works with the Headquarters Committee to support your Class Assistants. Class Assistants are responsible for setting up your tables and chairs at headquarters on Friday (or earlier if your class festivities require) and taking them down and

stacking them on Sunday. They also will work at headquarters periodically throughout the weekend, helping with campus errands and miscellaneous jobs, and they may also tend bar. All Class Assistants who tend bar will have attended the alcohol safety training course (TIPS) provided by the College. The College may also hire professional bartenders who are TIPS-certified to manage needs on Friday and Saturday nights. **Please see page 16 for more information on Class Assistants.**

Headquarters and On-Campus Housing

The Reunion Chair will be asked to provide a list of classmates who should be housed at headquarters, space permitting. This list will be due March 15 and often includes the Reunion Committee members who are staying on campus. **Alumni staying at headquarters still need to register and pay for housing.** The on-campus housing fee is waived for Reunion Chairs and one guest. Registration is still necessary, and Reunion Chairs will receive special instructions on how to register without paying the on-campus housing fee.

COMMITTEE DESCRIPTIONS AND DUTIES

Finance Committee

This committee is usually chaired by the Class Treasurer, who coordinates with the Reunion Chair to establish and maintain a balanced budget. The class fee should be set high enough to cover all anticipated expenses but not so high as to deter attendance (**see Appendix C for examples of past fees**). If your class desires to offset costs for classmates for whom registration fees are prohibitive, you may want to build a small fund into your budget to support this effort. There are a number of options that can be offered by your class as far as registration fee categories, but there are also some restrictions and guidelines. Communicate with your class liaison to have the options you select included on the online registration form. Once the fee is set, it is not possible to change registration fee amounts. **The College will assess a small registration fee (\$10 for guests aged 13 and older, \$5 for guests aged 4–12) in addition to class fees.**

You will need to have fees set for the following categories of attendees by December 1:

- Registering Alumnus/a
- Guest who is an alumnus/a or Amherst student
- Non-alumni guests
- Widow/ers
- Children aged 13–17
- Children aged 4–12
- Children 3 and under

You will also need to submit a fee statement to describe what's included in class fees, which will be displayed to your classmates as they complete Reunion registration. You may choose to use one of these examples:

- Class fees include dinner on Friday and Saturday night, light breakfast on Saturday and Sunday, open bar, entertainment and a souvenir.
- Class fees include dinner on Friday and Saturday night, open bar, entertainment and a souvenir.

- Class fees include dinner on Friday and Saturday night, open bar and entertainment.

Copies of income and expense summaries from previous classes are available from Alumni and Constituent Engagement. While these financial reports are not exact guides, they are useful in the planning process. The most common problems are the following:

- Undercharging: Since the College cannot defray class costs for Class Reunions, some classes have had to ask classmates for additional contributions after Reunion (or make up any shortage themselves) because the fee charged did not cover costs. Plan carefully and build a generous cushion into your budget for expenses that may be higher than anticipated. Make a conservative estimate of the number of classmates and guests likely to attend when establishing a budget (see Appendix D).
- Incomplete Collection of Fees: The College will provide you with regular updates of who has registered and will supply a final list at your headquarters. It is up to the Class Treasurer and other class officers to note any attendees who do not appear on the final list of registered classmates and request that they register and pay the class fee.
- Extravagance: Lavish dinners, expensive entertainment and excessive souvenirs require fees that could turn some away. Unless you have an overwhelming mandate from the class, focus on keeping the expenses down to enable as many classmates as possible to participate.

Class Bank Accounts

The College holds agency accounts for Reunion classes. Funds collected online (for Reunion registration) are directly deposited into class accounts. Checks sent in with paper registration fees are mailed directly to the College and should be made out to “Amherst College Class of XXXX.”

The funds in these accounts remain wholly owned by the class, and therefore are not tax exempt. Each class, through its designated representative (Treasurer) has the authority to set class Reunion registration fees, and raise and expend funds on behalf of the class.

Alumni registering for Reunion complete a single registration form with a single payment for class activities and College on-campus housing. The single payment is deposited by the College into the appropriate accounts.

All invoices should be submitted to your class liaison in Alumni and Constituent Engagement for payment. To be reimbursed for out-of-pocket expenses, be sure to submit receipts. It generally takes two weeks for checks to be processed and mailed by the College; however, it may take longer in the weeks directly before and after Reunion, due to the volume of requests. Please keep these time restrictions in mind when planning with vendors. **If you are working with a vendor that has not previously done business with Amherst College, please have them submit a federal W-9 form with their invoice.**

Your class liaison will provide your class officers with updated class account information, usually on a monthly basis, with more frequent reports as necessary. Alumni and Constituent Engagement will email a current registration list, with fees paid, each Friday following the opening of Reunion registration.

Program Committee

SUMMARY:

- We hope for each class to plan or sponsor up to three programs (five for the 25th and 50th Reunion classes). Available program time and campus program space may limit the addition of programs beyond these three. If your class wants to pursue more than three programs you will need to discuss this with your class liaison prior to the program submission deadline.
- Program length cannot exceed 60 minutes.
- Alumni and Constituent Engagement will schedule times and locations.
- Class programs will be scheduled on both Friday and Saturday.
- We try to not schedule class programs against each other.
- March 1 is the deadline for submitting program information to Alumni and Constituent Engagement and for AV requests. Rooms will be assigned in part related to the equipment requested.
- **See Appendix B for a form to help plan class programs.**

This committee is responsible for developing class-sponsored panels and lectures that foster intellectual engagement, community and connection. These Friday and Saturday programs are a key piece of the Reunion experience and include many different presentations and panels, as well as activities such as book signings, wine tastings and concerts. Programs should run no more than 60 minutes, including time for questions and answers. There will be 15 to 30 minutes between each program to allow for generous travel times between buildings. **We recommend that each class sponsor up to three programs, with five program spaces offered for the 25th and 50th Reunion classes.** Due to timing and space considerations, if more than three class programs are desired, you will need to discuss this with your class liaison prior to the program submission deadline. There are five available slots for public class programs on Friday (9 a.m., 10:30 a.m., 1 p.m., 2:30 p.m. and 4 p.m.) and four on Saturday (9 a.m., 10:15 a.m., 1:45 p.m., 3 p.m.). Classes are welcome to add additional private programs between 5:15 and 8 p.m. on Friday and 4:15 and 8 p.m. on Saturday, and other private or public programs like concerts and screenings after 8 p.m.

Choosing Topics and Participants

An extraordinary collection of individuals gathers for Reunion—alumni, their families and guests, as well as a number of faculty, staff and current students. The mix of interests, abilities, professions, avocations and characters is amazing. The goal is to find those classmates who, alone or with others, can create engaging, intellectually stimulating programs for your class. Some classes also feature spouses or family members as speakers and panelists. Your class liaison will work with you to help provide suggestions and lists of classmates.

As you develop program topics, consider what will be meaningful for your class. Programs should bring out the best in participants and contribute positively to the community experience of Reunion. As you plan, note that public class programs are open to all Reunion participants, the

student body and community members. Please keep this in mind as you consider inviting classmates who have a high profile or may have specific safety and security needs.

If you are considering involving a faculty member as part of a class program, please be sure to discuss this first with your class liaison.

Our office is just one of many departments within the College to invite faculty members to give College-sponsored lectures, and we must coordinate these requests to ensure that no one faculty member is approached with too many. Alumni and Constituent Engagement also may be able to suggest certain



faculty with expertise in a particular area. Senior administrators at the College reserve time for College-sponsored programs and are very rarely available for participation in class-sponsored programs. Students are also not available to participate in class-sponsored programs during Reunion.

College-Sponsored Programs

The College sponsors a variety of programs to meet general alumni interest across classes and to share important updates. These may include both faculty and staff speakers. In some instances, alumni give College-sponsored lectures in addition to being featured in a class-sponsored program. If we plan to ask one of your classmates to give a lecture, we will share this with the program committee.

Confirming Program Needs

In late January, class liaisons will email a form to Program Chairs ([see Appendix B or view online at \[amherst.edu/alumni/events/reunion/reunionplanninghandbook\]\(https://amherst.edu/alumni/events/reunion/reunionplanninghandbook\)](https://amherst.edu/alumni/events/reunion/reunionplanninghandbook)) requesting information on the programs your class has planned. You will also be asked to schedule a check-in call with your class liaison to discuss program progress. Program titles, speakers' names and any audio-visual requirements **must be confirmed by March 1**. It is essential that AV requests for class programs be accurate, as the College cannot ensure that last-minute requests will be met, and rooms are assigned with consideration for particular AV needs.

Alumni and Constituent Engagement will assign times and locations for class programs based on the information submitted on program forms. **We will assume that all speakers are available Friday afternoon and all day Saturday, unless it is noted that a speaker will be unavailable at a particular time. Please confirm availability and any setup requests with presenters prior to submitting your program forms.**

By early April, a draft schedule will be sent to program chairs and participants. This provides them with an opportunity to review the information and make any necessary revisions. [For a general outline of Reunion activities, please refer to the sample Reunion Schedule on page 3.](#)

Attendance Committee

This committee is responsible for inspiring classmates to return for Reunion and can work with the Reunion Chair on communications to the class. We have found that personal calls and emails are most effective in driving Reunion attendance. The chair will need to recruit callers and divide the class into telephone and email trees. If possible, all classmates and widows/widowers should be assigned to callers who know them. Alumni and Constituent Engagement can provide current contact information. We do not recommend using the Associate Class Agent network as a telephone tree, but Agents can certainly mention Reunion in their Amherst Fund phone calls. This person-to-person outreach is essential in assuring a robust turnout. Personal calls and notes make all the difference. **See Appendix D for class attendance histories.**



Alumni and Constituent Engagement will email a current registration list each Friday following the opening of Reunion registration. The Reunion Attendance Trophy is awarded to the class with the highest percentage of classmates returning to campus. Please remind classmates to check in at the Reception Center by 3 p.m. Saturday afternoon so that they will be included in the counts to determine the trophy winner.

REMINDERS:

- Ask classmates to provide the College with email addresses. The more email addresses we have, the more easily you and the College can communicate with your classmates about Reunion.
- Your class website, Facebook pages and other social media sites are a great way to keep your class updated about Reunion plans. The class Web Editor/Social Media Chair should serve on the Attendance Committee if at all possible.

Headquarters Committee

This committee will coordinate Class Assistants, tents, distribution of souvenirs, decorations and other logistical needs at headquarters. A classmate who lives within easy driving distance of Amherst is ideal as a member of this committee. **Please refer to page 7 for information about Safety and Security at Headquarters.**

Tents

Few headquarters have large indoor spaces, so most classes will host their celebrations in tents. Some classes also rent a separate smaller tent (20'x20') for their caterer. Due to safety and liability concerns regarding setup and take down of



tents, and coordinating vendor access to sites, each headquarters has been matched with a tent supplier with experience at Amherst and with Reunion. Please be in touch with your class liaison to learn more about tent arrangements at your headquarters.

Due to underground utilities, accessibility and other considerations, there are limited places where tents can be erected on campus. Tent setup times will be coordinated with the availability of Facilities personnel and based on the class schedule of events. Facilities staff will meet the tent supplier on site to ensure that stakes are driven into safe areas and will coordinate tent permits and insurance paperwork.

The College supplies safety lighting for tents at no charge, and there will be electricity available in most tents. However, the power available at each outdoor location is limited. Please check with your class liaison before planning any outdoor activities—such as bands or special catering needs—that may require extra power.



Tent Size Guidelines:

<u>Tent Size</u>	<u>Capacity*</u>
20' x 20'	Caterer or 30 people
20' x 40'	60 people
30' x 50'	110 people
30' x 60'	130 people
30' x 70'	155 people
40' x 60'	175 people
30' x 90'	200 people
40' x 80'	250 people
60' x 60'	275 people

*Accommodates: cocktail reception

with bar set-up and buffet dinner with seating.

Chairs and Tables

The College supplies chairs and 8-foot rectangular tables at no charge. Each table seats eight people. Please remember that tablecloths are not provided (see the Food & Beverage and Saturday Banquet sections below). Facilities will provide enough tables for your estimated attendance, as well as an additional 16 tables for other needs (catering, food, DJ, etc.). Your Class Assistants are responsible for setting up/taking down tables and chairs.

Compost, Recycling and Trash Barrels

These are provided by the College at no charge. Each headquarters will be supplied with compost, recycling and trash cans. Extension cords are available by request.

Decorating

This is a great job for an individual on the Headquarters Committee. Don't forget that when you arrive, you will be walking into sparsely-furnished rooms. Classes can create a more festive environment for people to gather by decorating. Alumni and Constituent Engagement staff will be happy to suggest some inexpensive ways to decorate.

Audio-Visual Equipment

Basic PA systems with a microphone are available on a limited basis, and are generally reserved for the 50th and post-50th Reunion classes. If you are hiring a DJ or band, most will offer you use of a microphone. If you require a PA system, projector and screen, speakers, stereo system, DVD player, extra refrigerator, etc. for headquarters, a member of the class should provide those items or rent them locally (**potential suppliers are listed in Appendix E**). Please keep in mind that certain types of multimedia presentations can be difficult to manage inside tents due to wind, lighting, etc. If you are planning a multimedia presentation at headquarters, please be in touch with your liaison as soon as possible to discuss options.

Other Supplies

Reunion Chairs can pick up the following materials in their “headquarters bucket” when they check-in at the Reception Center, or they can arrange to have Class Assistants do so.

This bucket of supplies includes:

- Safe storage room keys
- Push pins, purple pens, markers and paper
- Campus maps
- Name tags for Class Assistants
- Final programs and class schedules
- Tape

Class Assistants

Alumni and Constituent Engagement hires and provides housing for Class Assistants. Class Assistants are responsible for setting up your tables and chairs at headquarters on Friday (or earlier if your class festivities require) and taking them down and stacking them on Sunday. They also will work at headquarters periodically throughout the weekend, helping with campus errands and miscellaneous jobs, and they may also tend bar. All Class Assistants who tend bar will have attended the alcohol safety training course (TIPS) provided by the College. The College may also hire professional bartenders who are TIPS-certified to manage needs on Friday and Saturday nights. **Please carefully read the Alcohol section on pages 18 and 19 for more information about the College’s policies.** Students are paid hourly by the College. Tips are optional, though most classes have traditionally given each assistant at least \$100-\$150 as a tip. Your class liaison can provide more information regarding how to plan for your Class Assistants when creating your budget.

Class liaisons will work with you to determine hours for coverage at your Headquarters. You should plan to hold an initial meeting with your class liaison and Class Assistants when you arrive on campus, prior to their starting work with your class.

The students’ last job will be to make sure all chairs and tables are stacked neatly outside the tent for pickup on Sunday. The tent rental companies dismantle the tents before Facilities collects chairs and tables.

Class Assistants are hired and trained to take their jobs seriously, and to follow the rules and regulations of Reunion and our college campus. We appreciate the roles that Reunion volunteers play in supporting these students in their important work.

Food and Beverage Committee

This committee is responsible for providing an adequate and timely supply of food/drinks at headquarters.

Food

If classes wish to supplement the regular meals available for a fee at Valentine, Amherst College Catering or one of the other approved local caterers (**listed in Appendix E**) may be able to cater at headquarters or supply informal buffets, barbeques and platters for pick-up over the weekend. Reunion volunteers will receive the previous year's menu from Amherst College Catering in the fall; as prices may change, an updated one will also be mailed in the spring. In recent years, many classes have chosen to utilize takeout options or have food delivered to headquarters instead of having it prepared by a caterer on site. Most classes have an open bar and dinner Friday evening, a continental breakfast Saturday morning, a more formal cocktail reception, dinner and party Saturday evening and a brunch or continental breakfast Sunday morning. Some begin Thursday evening with an optional dinner or a more casual buffet. If you intend to serve dinner on Thursday evening, please let your class liaison know as soon as possible.

Tablecloths and Paper Goods

Please remember that while the College does provide tables and chairs for your headquarters, it does not provide tablecloths. You should communicate with your caterer to determine what they will be providing. The College strongly encourages the use of compostable tableware, including plates, cups, napkins and utensils. In addition to food, you can purchase compostable Amherst-branded cups, compostable plates, napkins and utensils, as well as purple disposable tablecloths from Amherst College Catering. Class Assistants can pick up more of these items at the Valentine loading dock, when it is open, throughout the weekend. Classes can also source compostable products through caterers and other outside vendors.

Ice

Class Assistants are able to pick up ice from Valentine Catering during set hours for use in soft and mixed drinks. **Ice is not available to cool kegs.** Please arrange with your bar supplier to purchase ice for your kegs. You must also arrange for a cooler to transport ice from Valentine and keep ice cold behind the bar.

Beverages

You will need to decide if you want to offer a full bar throughout the weekend, or simply provide beer, wine and soft drinks. We suggest you order a good supply of soft drinks, bottled water and other non-alcoholic beverages. Many alumni will bring their children to Reunion and will want child-friendly drinks (including non-caffeinated options). Arrangements for all beverages should be made directly with the supplier. Please make arrangements to have your kegs returned or collected at the end of the weekend. The College cannot be responsible for empty keg shells. Each headquarters will be provided with a bar kit from the College with an ice bowl, scoop, bar rag, corkscrew, shot measurer and water pitcher. You should plan for any garnishes you will want behind your bar as well as the equipment to prepare them (knives, cutting boards, etc.).

Alcohol: What You Need to Know

Bar Hours

Bars at headquarters will close no later than 12:30 a.m., with last call taking place at midnight. Guests may remain in the tent/venue, but all bar materials must be secured immediately after bar closure. **Contracts for entertainment vendors must conclude no later than 1 a.m.**

Who can pour?

For safety and liability reasons, no alcoholic beverages may be served at functions on College property (including Reunion bars) by anyone except TIPS (Training for Intervention ProcedureS) certified servers. BYOB events are not allowed under College policy. Alumni and Constituent Engagement will hire Class Assistants for your class and will ensure that those who tend bar will have undergone TIPS training. The College may also hire professional bartenders. All alcoholic beverages—including beer, in kegs or otherwise—must be kept behind the bar and be served by a trained person.

Who can drink?

No one under 21 may be served. Class Assistants and bartenders are instructed not to serve any students who *are* 21 or older, unless that student is a guest of the class (your class budget does not need to subsidize the weekend for student workers at Reunion). If you are hosting student guests who are of age and would like them to be served, please let your Class Assistants and/or bartenders know and they will card and serve them according to TIPS regulations. It is a state law that parents may *not* serve alcohol to their underage children on a licensed premise, which the campus is.

IMPORTANT: Reunion volunteers have a responsibility to back up Class Assistants and bartenders if they determine that it is unsafe or unwise to further serve a guest. Plan to designate one person each night from your committee who can be a backup to the servers if they need help managing a classmate who needs to slow or stop their consumption of alcohol in order to be safe. The students and bartenders will have emergency numbers at their bar including Alumni and Constituent Engagement staff and Campus Police to call if they have concerns or there is an issue of safety. The College *and your student/professional servers* share potential liability for any alcohol safety issues that may arise.

Bar Setup

Bar setups must be arranged so that bar materials can be stored on a secure back bar (e.g. tent flaps behind an outdoor bar/a wall behind an indoor bar). Food and Beverage Chairs will be provided with diagrams of recommended setups for each headquarters location.

Other Information

Cash bars are unlawful without a specific license and cannot be permitted at Reunion. This includes the selling of tickets separate from a bar but used for redemption at a bar. This does not include the establishment of some charge for beverages incorporated in a class total Reunion fee structure. You can, therefore, include beverages as a budget item—along with food, entertainment, tent, souvenirs, etc.—when setting a class fee.

The Town of Amherst strictly enforces its “open container” law. It prohibits the public consumption or conveyance of alcohol in open containers. Do not walk on the streets or

sidewalks or appear on the town common with an alcoholic beverage in your hand. Do not drive with any open containers in your vehicle.

The Town of Amherst requires a license for all kegs. Alumni and Constituent Engagement will obtain a keg license to cover all Reunion classes.

Saturday Banquet Committee



This committee organizes the most formal and well-attended event of Reunion. Some classes have found that it is easier to have the Food and Beverage Committee take on this function. Banquets are most often held at your headquarters; generally post-60th Class Banquets are held in Valentine Hall. Most 50th and post-50th banquets are catered by Amherst College Catering. They will help you

choose menus and all other details necessary for a wonderful meal for you and your classmates. For classes that are not working with Amherst College Catering, **please refer to Appendix E for more information on local caterers**. You are welcome to contact a caterer that is not on the College's list of approved caterers, but we will need to be in touch with them regarding certifications and permits. Again, be sure to determine exactly what they will provide for you as part of your contract (tablecloths, dinnerware, beverages, etc.).

In addition to the food, you will need to organize the program for the evening. Featured speakers are often members of the class. All speakers should be encouraged to make their remarks fairly brief. The banquet is also often the time for a short business meeting of the class—including the election or announcement of class officers for the next five years (if applicable) and an announcement of the class gift to date.

Entertainment Committee

This committee is responsible for coordinating music/entertainment at headquarters within the class budget. They work closely with the Recreation Committee to ensure that interests of all age groups are considered and that there are back-up plans (indoor games, alternative entertainment, etc.) in case of rain.

DJs have been used with success by many classes—volume is easily controlled, set-up is nominal, musical selection is varied and the show can move inside if necessary.

Live bands are good too, but space demands are greater and the noise level often higher.

Amherst does not provide pianos or sound equipment for bands. If you wish to rent a



piano or other AV equipment, **contact one of the local vendors noted in Appendix E.**

Although there are several first-rate student a cappella groups at the College, they are not necessarily available to perform during Reunion. We can provide you with names of the business managers of all the groups and can help with determining who will be on campus during Reunion.

Note: Amherst College is in the middle of a residential area and neighbors are not always tolerant of loud music at night. The town of Amherst enforces its bylaw addressing noise (see text below) and loud parties have frequently been shut down, so you should take this into consideration when you plan your entertainment.

Unlawful Noises Prohibited:

The playing of any radio, phonograph, television set, amplified or musical instruments, loudspeakers, tape recorder or other electronic sound-producing devices, in such a manner or with volume at any time or place so as to annoy or disturb the reasonable quiet, comfort or repose of persons in any dwelling, hotel, hospital or other type of residence, or in any office or of any person in the vicinity.

—Town of Amherst Bylaws

Bars at headquarters will close no later than 12:30 a.m., with last call taking place at midnight. Guests may remain in the tent/venue, but all bar materials must be secured immediately after bar closure. **Contracts for entertainment vendors must conclude no later than 1 a.m.**

Expenses incurred for DJs, bands, musical equipment rental, a cappella groups and any other general entertainment are the responsibility of the class and should be included in your class budget.

Souvenir Committee

If the class wants to provide mementos for classmates and, if you so choose, their families, this committee is responsible for doing so. Some classes choose instead to lower their class fee or to spend more of the fee on banquets rather than ordering souvenirs. **Appendix E includes a list of potential suppliers**, though you may of course work with whomever you choose. Amherst College has a trademarked visual identity (**view online at amherst.edu/news/communications/visual-identity-toolkit**); please ensure that your class souvenirs adhere to these guidelines. Alumni and Constituent Engagement will provide you with the appropriate high-resolution Amherst artwork or photography for your souvenir. It has been our experience that souvenirs requiring specific sizes can be difficult to manage. Non-size-specific souvenirs are often more successful.

Please Note: Amherst purple is PANTONE 267. Complementing purples are 2627, 2655 and 2645.

If you order from an out-of-town supplier, Alumni and Constituent Engagement can store your souvenirs until you arrive for Reunion.

Please have these packages sent (Attn. Class of XXXX) to:
Alumni and Constituent Engagement, Amherst College
22 Hitchcock Road
Amherst, MA 01002

Recreation Committee (Optional)



This committee coordinates outdoor activities either around headquarters or at the athletic facilities. Some classes may want to organize softball games, a tennis round-robin or a fun run.

If you want to reserve an athletic field or facility on campus, let Alumni and Constituent Engagement know as soon as possible. **Nearby golf courses are listed in Appendix E**, should the class wish to host a golf outing during Reunion. Open hours at Alumni Gym and the Wolff Fitness

Center will be listed in the Reunion program. Some sporting equipment can be requested through Alumni and Constituent Engagement with advance notice. There is a limited supply of athletic equipment, so put in your request early. The equipment room is not open on Saturday or Sunday, so you will need to arrange what you need with your class liaison. Plan activities for diverse ages, interests and abilities.

This committee should coordinate with the Entertainment and Program Committees in order to avoid scheduling conflicts and to provide alternate activities in the event of bad weather.

Questionnaire Committee (Optional)

This committee is responsible for gathering and disseminating information about the class. More than just a tabulation of the number of spouses, children, jobs, residences, etc., a stimulating report can include such items as political and economic views, national and local concerns, outside interests, hobbies and volunteer activities.

Questionnaire results can be distributed in advance or presented at Reunion. The committee is responsible for tabulating responses and creating a report.

Book Editor (for 25th and 50th Reunions)

The Book Editor works closely with the class liaison and the chosen vendor to organize, edit and oversee the production of the Reunion book, including the collection of submissions and photos from classmates. The Editor has one of the most rewarding jobs on the Reunion committee and also one of the most time-consuming. Reunion books are part of the reason attendance approaches or exceeds 50 percent. These books make fascinating reading and are guaranteed to generate enthusiasm for Reunion. Encouraging classmates to make submissions takes many hours, but the main ingredient for success is a hard-working Editor.

Sometimes other Reunion classes have funded and distributed reflections from classmates. These books are printed and bound simply, but can serve the same purpose of generating enthusiasm if they are mailed well in advance of the Reunion.

Class Officer Nominations

Information about class officer nominations will be sent to Reunion Chairs, Presidents and Vice Presidents of all Reunion classes in February. New class officers should be chosen by Reunion, and your class liaison will help to support this effort.

The outgoing Reunion Chair should confirm the names of the new officers with Alumni and Constituent Engagement immediately following Reunion.

APPENDIX

- A: Reunion Chairs and Class Presidents
- B: Sample Reunion Program Form
- C: Past Reunion Fees
- D: Statistics for Returning Alumni
- E: Suppliers and Vendors

APPENDIX A
Reunion Chairs and
Class Presidents

Contact information is available online (www.amherst.edu/mm/321189)
or by contacting Alumni and Constituent Engagement at 413-542-2313.

APPENDIX B—Sample Program Form

REUNION 2024 • May 29–June 2, 2024 • Class Program Information

Reunion Program Chair: _____ Class: _____

PROGRAM TITLE: _____

DESCRIPTION: Reunion Program Committees are responsible for developing class-sponsored panels and lectures that foster community, connection and intellectual engagement. Please provide a brief (no more than 150 words) program description for publication in the final program. Include participants' names (alpha order), classes, and titles (names are not included in the word count). Program descriptions may be edited to fit the Amherst College Editorial Style Guide and for content.

Use the reverse side of this form if you need more space for program information.

Preferred Location: _____ Day and Time: _____

Locations are assigned by the college based on all requests and AV requirements.

Class programs will be scheduled on both Friday and Saturday of Reunion.

Please tell us if a speaker can speak only at stated day/time.

Program Audio-Visual Needs:

For specific technical questions related to our audio-visual capabilities, please contact your class liaison.

Please put an "x" next to the equipment you are requesting.

_____ P.A. System (microphone depends on size of lecture room)

_____ Digital Projector/Screen (select locations only)

_____ Sound for presentation (for video/audio clips, etc.)

_____ DVD or Blu-ray player/projector or TV

_____ I will require a college computer for my presentation. (Please bring presentation on USB drive.)

_____ I will bring my own laptop for my presentation.

Other: _____

Additional Needs: *(tables, chairs and water/glasses will be provided)*

_____ Lectern _____ White Board/Chalk Board Other: _____

Alumni and Constituent Engagement will coordinate all requests and prepare the final schedule based on room and equipment requirements/availability, competing or compatible subject matter, etc.

PLEASE RETURN (preferably by email) by Friday, March 1, 2024 to:
Amherst College • Alumni and Constituent Engagement • PO Box 5000, Amherst, MA 01002-5000
(413) 542-2313 office • (413) 542-2042 fax • reunion@amherst.edu

APPENDIX C
Past Reunion Fees

Reunion Year	5th	10th	15th	20th	25th	30th	35th
2023	\$135 alumni/ae	\$180 alumni/ae	\$165 alumni/ae	\$195 alumni/ae	\$250 alumni/ae	\$250 alumni/ae	\$275 alumni/ae
	\$135 alumnus/a student guests	\$180 alumnus/a student guests	\$165 alumnus/a student guests	\$125 alumnus/a student guests	\$195 alumnus/a student guests	\$200 alumnus/a student guest	\$175 alumnus/a student guest
	\$135 non-alumni/ae adult guests	\$180 non-alumni/ae adult guests	\$165 non-alumni/ae adult guests	\$125 non-alumni/ae adult guests	\$195 non-alumni/ae adult guests	\$150 non-alumni/ae adult guests	\$175 non-alumni/ae adult guests
	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers
	\$0 children 13-17	\$0 children 13-17	\$25 children 13-17	\$75 children 13-17	\$75 children 13-17	\$100 children 13-17	\$40 children 13-17
	\$0 children 4-12	\$0 children 4-12	\$25 children 4-12	\$30 children 4-12	\$35 children 4-12	\$50 children 4-12	\$0 children 4-12
	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under
2022	\$130 alumni/ae	\$150 alumni/ae	\$150 alumni/ae	\$180 alumni/ae	\$225 alumni/ae	\$250 alumni/ae	\$250 alumni/ae
	\$130 adult guests	\$150 adult guests	\$150 adult guests	\$110 adult guests	\$175 adult guests	\$160 adult guests	\$250 adult guests
	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$250 widow/ers
	\$0 children 13-17	\$0 children 13-17	\$25 children 13-17	\$75 children 13-17	\$60 children 13-17	\$50 children 13-17	\$0 children 13-17
	\$0 children 4-12	\$0 children 4-12	\$25 children 4-12	\$30 children 4-12	\$25 children 4-12	\$25 children 4-12	\$0 children 4-12
	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children under 3
2020	\$130 alumni/ae	\$145 alumni/ae	\$135 alumni/ae	\$175 alumni/ae	\$200 alumni/ae	\$225 alumni/ae	\$200 alumni/ae
	\$130 adult guests	\$145 adult guests	\$135 adult guests	\$100 adult guests	\$125 adult guests	\$150 adult guests	\$200 adult guests
	\$0 widow/ers	\$145 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$200 widow/ers
	\$130 guests 16-17	\$145 guests 16-17	\$135 guests 16-17	\$80 guests 16-17	\$125 guests 16-17	\$150 guests 16-17	\$200 guests 16-17
	\$0 children 15 and under	\$0 children 15 and under	\$20 children 4-15	\$30 children 4-15	\$20 children 4-15	\$50 children 11-15	\$75 children 4-15
			\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 10 and under	\$0 children 3 and under
2019	\$130 alumni/ae	\$140 alumni/ae	\$140 alumni/ae	\$175 alumni/ae	\$225 alumni/ae	\$200 alumni/ae	\$200 alumni/ae
	\$130 adult guests	\$140 adult guests	\$140 adult guests	\$135 adult guests	\$150 adult guests	\$100 adult guests	\$200 adult guests
	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$200 widow/ers
	\$0 children 15 and under	\$0 children 15 and under	\$20 children 4-15	\$20 children 4-15	\$35 children 4-15	\$25 children 4-15	\$75 children 11-15
			\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 10 and under	\$0 children 10 and under
2018	\$145 alumni/ae	\$130 alumni/ae	\$135 alumni/ae	\$175 alumni/ae	\$225 alumni/ae	\$225 alumni/ae	\$250 alumni/ae
	\$145 adult guests	\$130 adult guests	\$135 adult guests	\$98 adult guests	\$150 adult guests	\$150 adult guests	\$250 adult guests
	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers
	\$0 children 15 and under	\$0 children 15 and under	\$20 children 4-15	\$10 children 4-15	\$35 children 4-15	\$35 children 11-15	\$75 children 15 and under
			\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 10 and under	
2017	\$125 alumni/ae	\$130 alumni/ae	\$130 alumni/ae	\$175 alumni/ae	\$225 alumni/ae	\$215 alumni/ae	\$200 alumni/ae
	\$125 adult guests	\$130 adult guests	\$130 adult guests	\$97 adult guests	\$125 adult guests	\$150 adult guests	\$150 adult guests
	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$150 widow/ers
	\$0 children 15 and under	\$0 children 15 and under	\$25 children 4-15	\$10 children 4-15	\$35 children 4-15	\$35 children 11-15	\$50 children 4-15
			\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 10 and under	\$0 children 3 and under
2016	\$125 alumni/ae	\$120 alumni/ae	\$130 alumni/ae	\$175 alumni/ae	\$225 alumni/ae	\$200 alumni/ae	\$200 alumni/ae
	\$125 adult guests	\$120 adult guests	\$130 adult guests	\$96 adult guests	\$125 adult guests	\$150 adult guests	\$125 adult guests
	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$125 widow/ers
	\$0 children 15 and under	\$0 children 15 and under	\$25 children 4-15	\$10 children 4-15	\$35 children 4-15	\$35 children 11-15	\$25 children 4-15
			\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 10 and under	\$0 children 3 and under

APPENDIX C
Past Reunion Fees

Reunion Year	40th	45th	50th	55th	60th	65th	70th
2023	\$250 alumni/ae	\$250 alumni/ae	\$300 alumni/ae	\$195 alumni/ae	\$175 alumni/ae	\$50 alumni/ae	\$50 alumni/ae
	\$250 alumnus/a student guests	\$200 alumnus/a student guests	\$250 alumnus/a student guests	\$195 alumnus/a student guests	\$175 alumnus/a student guests	\$50 alumnus/a student guests	\$50 alumnus/a student guests
	\$250 non-alumni/ae adult guests	\$200 non-alumni/ae adult guests	\$250 non-alumni/ae adult guests	\$195 non-alumni/ae adult guests	\$175 non-alumni/ae adult guests	\$50 non-alumni/ae adult guests	\$50 non-alumni/ae adult guests
	\$0 widow/ers	\$200 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers
	\$75 children 13-17	\$50 children 13-17	\$100 children 13-17	\$0 children 13-17	\$0 children 13-17	\$0 children 13-17	\$0 children 13-17
	\$75 children 4-12	\$50 children 4-12	\$50 children 4-12	\$0 children 4-12	\$0 children 4-12	\$0 children 4-12	\$0 children 4-12
	\$75 children 3 and under	\$50 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under
2022	\$200 alumni/ae	\$225 alumni/ae	\$275 alumni/ae	\$175 alumni/ae	\$100 alumni/ae	\$100 alumni/ae	\$0 alumni/ae
	\$200 guest alumni/ae	\$225 adult guests	\$175 adult guests	\$175 adult guests	\$100 adult guests	\$100 adult guests	\$0 adult guests
	\$150 adult guests	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers
	\$0 widow/ers	\$50 children 13-17	\$50 children 13-17	\$0 children 13-17	\$0 children 13-17	\$0 children 13-17	\$0 children 13-17
	\$50 children 4-17	\$50 children 4-12	\$50 children 4-12	\$0 children 4-12	\$0 children 4-12	\$0 children 4-12	\$0 children 4-12
	\$0 children 3 and under	\$0 children 3 and under	\$50 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under	\$0 children 3 and under
2020	\$210 alumni/ae	\$200 alumni/ae	\$250 alumni/ae	\$250 alumni/ae	\$90 alumni/ae	\$55 alumni/ae	\$0 alumni/ae
	\$150 guest alumni/ae	\$200 adult guests	\$200 adult guests	\$100 adult guests	\$90 adult guests	\$55 adult guests	\$0 adult guests
	\$165 adult guests	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers
	\$0 widow/ers	\$200 guests 16-17	\$200 guests 16-17	\$0 guests 16-17	\$0 guests 16-17	\$0 guests 16-17	\$0 guests 16-17
	\$140 guests 16-17	\$100 children 11-15	\$75 children 4-15	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under
	\$80 children 4-10	\$0 children 10 and under	\$0 children 3 and under				
2019	\$235 alumni/ae	\$210 alumni/ae	\$250 alumni/ae	\$175 alumni/ae	\$75 alumni/ae	\$35 alumni/ae	\$0 alumni/ae
	\$235 adult guests	\$210 adult guests	\$250 adult guests	\$175 adult guests	\$75 adult guests	\$35 adult guests	\$0 adult guests
	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers
	\$75 children 15 and under	\$100 children 11-15	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under
		\$0 children 10 and under					
2018	\$200 alumni/ae	\$225 alumni/ae	\$250 alumni/ae	\$175 alumni/ae	\$130 alumni/ae	\$70 alumni/ae	attended in 2017
	\$150 adult guests	\$175 adult guests	\$250 adult guests	\$175 adult guests	\$130 adult guests	\$70 adult guests	
	\$0 widow/ers	\$100 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	
	\$50 children 4-15	\$100 children 4-15	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	
	\$0 children 3 and under	\$0 children 3 and under					
2017	\$200 alumni/ae	\$210 alumni/ae	\$210 alumni/ae	\$250 alumni/ae	\$140 alumni/ae	\$70 alumni/ae	\$0 alumni/ae
	\$150 adult guests	\$210 adult guests	\$190 adult guests	\$250 adult guests	\$140 adult guests	\$70 adult guests	\$0 adult guests
	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers
	\$50 children 4-15	\$100 children 11-15	\$100 children 11-15	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under
	\$0 children 3 and under	\$0 children 10 and under	\$0 children 10 and under				
2016	\$200 alumni/ae	\$190 alumni/ae	\$250 alumni/ae	\$175 alumni/ae	\$125 alumni/ae	\$95 alumni/ae	\$70 alumni/ae
	\$150 adult guests	\$190 adult guests	\$250 adult guests	\$175 adult guests	\$125 adult guests	\$95 adult guests	\$70 adult guests
	\$100 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$0 widow/ers	\$70 widow/ers
	\$75 children 11-15	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under	\$0 children 15 and under
	\$0 children 10 and under						

APPENDIX D

Reunion Attendance Statistics

65TH REUNION							60TH REUNION						
Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees	Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees
2023	1958	124	14	11.3%	11	25	2023	1963	175	38	21.7%	36	74
2022	1957	114	25	21.9%	18	43	2022	1962	166	57	34.3%	46	103
2019	1954	113	30	26.5%	24	54	2019	1959	211	66	31.3%	42	108
2018	1953	124	24	19.4%	21	45	2018	1958	187	56	29.9%	32	88
2017	1952	141	19	13.5%	15	34	2017	1957	187	67	35.8%	52	119
2016	1951	118	26	22.0%	21	47	2016	1956	187	75	40.1%	52	127
							2015	1955	190	60	31.6%	46	106
							2014	1954	147	58	39.5%	55	113
							2013	1953	156	60	38.5%	46	106
							2012	1952	169	43	25.4%	37	80
							2011	1951	142	51	35.9%	41	92
							2010	1950	223	46	20.6%	39	85
							2009	1949	142	36	25.4%	28	64
							2008						
							2007	1947/48	119	18	15.1%	15	33
							2006	1946	116	31	26.7%	8	39
							2005	1945	101	28	27.7%	13	41
							2004	1944	93	36	38.7%	14	50
							2003	1943	122	49	40.2%	22	71
							2002	1942	103	44	42.7%	26	70
							2001	1941	102	39	38.2%	25	64
							2000	1940	96	38	39.6%	23	61
							1999	1939	105	40	38.1%	40	80
							1998	1938	89	28	31.5%	23	51
							1997	1937	92	32	34.8%	23	55
							1996	1936	89	40	44.9%	23	63
							1995	1935	74	27	36.5%	21	48

Note: Due to differences in how these data have been captured and reported over time, this information should be considered approximate and is provided for estimation purposes.

APPENDIX D

Reunion Attendance Statistics

55TH REUNION							50TH REUNION						
Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees	Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees
2023	1968	247	63	25.5%	35	98	2023	1973	283	115	40.6%	61	176
2022	1967	251	43	17.1%	20	63	2022	1972	248	107	43.2%	66	173
2019	1964	241	58	24.1%	34	92	2019	1969	290	128	44.1%	80	208
2018	1963	220	49	22.3%	28	77	2018	1968	283	133	47.0%	84	217
2017	1962	205	67	32.7%	51	118	2017	1967	285	130	45.6%	86	216
2016	1961	211	56	26.5%	38	94	2016	1966	254	120	47.2%	71	191
2015	1960	220	76	34.5%	48	124	2015	1965	223	117	52.5%	66	183
2014	1959	216	73	33.8%	58	131	2014	1964	235	138	58.7%	91	229
2013	1958	181	59	32.6%	47	106	2013	1963	217	113	52.1%	77	190
2012	1957	196	66	33.7%	55	121	2012	1962	200	119	59.5%	103	222
2011	1956	201	72	35.8%	49	121	2011	1961	206	115	55.8%	84	199
2010	1955	223	67	30.0%	56	123	2010	1960	229	125	54.6%	101	226
2009	1954	170	62	36.5%	53	115	2009	1959	240	136	56.7%	105	241
2008	1953	188	60	31.9%	48	108	2008	1958	198	142	71.7%	109	251
2007	1952	199	66	33.2%	48	114	2007	1957	217	139	64.1%	111	250
2006	1951	175	63	36.0%	25	88	2006	1956	209	151	72.2%	57	208
2005	1950	270	94	34.8%	57	151	2005	1955	243	139	57.2%	83	222
2004	1949	163	41	25.2%	9	50	2004	1954	190	126	66.3%	35	161
2003	1948	66	6	9.1%	2	8	2003	1953	204	114	55.9%	83	197
2002	1947	47	12	25.5%	7	19	2002	1952	212	130	61.3%	86	216
2001	1946	146	35	24.0%	20	55	2001	1951	197	109	55.3%	56	165
2000	1945	134	44	32.8%	36	80	2000	1950	302	178	58.9%	127	305
1999	1944	133	47	35.3%	46	93	1999	1949	197	73	37.1%	66	139
1998	1943	146	63	43.2%	49	112	1998	47/48	137	19	13.9%	15	34
1997	1942	127	45	35.4%	29	74	1997	47/48	141	63	44.7%	43	106
1996	1941	130	49	37.7%	29	78	1996	1946	170	77	45.3%	24	101
1995	1940	136	42	30.9%	35	77	1995	1945	170	79	46.5%	47	126

Note: Due to differences in how these data have been captured and reported over time, this information should be considered approximate and is provided for estimation purposes.

APPENDIX D

Reunion Attendance Statistics

45TH REUNION							40TH REUNION						
Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees	Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees
2023	1978	318	71	22.3%	16	87	2023	1983	387	115	29.7%	22	137
2022	1977	340	45	13.2%	15	60	2022	1982	379	83	21.9%	18	101
2019	1974	317	62	19.6%	24	86	2019	1979	353	90	25.5%	33	123
2018	1973	317	59	18.6%	21	80	2018	1978	358	92	25.7%	34	126
2017	1972	278	65	23.4%	39	104	2017	1977	373	76	20.4%	37	113
2016	1971	302	63	20.9%	27	90	2016	1976	326	98	30.1%	41	139
2015	1970	291	100	34.4%	43	143	2015	1975	298	92	31.0%	39	131
2014	1969	283	90	31.8%	59	149	2014	1974	302	97	32.1%	45	142
2013	1968	268	50	18.7%	26	76	2013	1973	300	76	25.3%	36	112
2012	1967	277	68	24.5%	46	114	2012	1972	277	81	29.2%	50	131
2011	1966	259	60	23.2%	36	96	2011	1971	282	91	32.3%	35	126
2010	1965	232	55	23.7%	28	83	2010	1970	299	132	44.1%	56	188
2009	1964	234	64	27.4%	40	104	2009	1969	295	71	24.1%	53	124
2008	1963	230	67	29.1%	42	109	2008	1968	276	68	24.6%	42	110
2007	1962	211	65	30.8%	33	98	2007	1967	283	66	23.3%	38	104
2006	1961	214	61	28.5%	25	86	2006	1966	270	77	28.5%	38	115
2005	1960	236	76	32.2%	37	113	2005	1965	232	74	31.9%	22	96
2004	1959	227	82	36.1%	18	100	2004	1964	227	66	29.1%	25	91
2003	1958	211	75	35.5%	48	123	2003	1963	237	76	32.0%	39	115
2002	1957	228	100	43.9%	57	157	2002	1962	214	86	40.2%	55	141
2001	1956	217	106	48.8%	44	150	2001	1961	227	90	39.6%	58	148
2000	1955	250	99	39.6%	69	168	2000	1960	249	97	39.0%	62	159
1999	1954	211	109	51.7%	80	189	1999	1959	264	112	42.4%	88	200
1998	1953	213	88	41.3%	63	151	1998	1958	222	112	50.5%	73	185
1997	1952	238	89	37.4%	37	126	1997	1957	241	115	47.7%	41	156
1996	1951	211	89	42.2%	29	118	1996	1956	228	103	45.2%	55	158
1995	1950	341	111	32.6%	53	164	1995	1955	266	93	35.0%	50	143

Note: Due to differences in how these data have been captured and reported over time, this information should be considered approximate and is provided for estimation purposes.

APPENDIX D

Reunion Attendance Statistics

35TH REUNION							30TH REUNION						
Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees	Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees
2023	1988	408	71	17.4%	16	87	2023	1993	429	88	20.5%	38	126
2022	1987	389	57	14.7%	14	71	2022	1992	361	56	15.5%	32	88
2019	1984	429	139	32.4%	42	181	2019	1989	453	135	29.8%	67	202
2018	1983	420	108	27.7%	25	133	2018	1988	431	93	21.6%	71	164
2017	1982	406	102	25.1%	30	132	2017	1987	415	84	20.2%	47	131
2016	1981	424	129	30.4%	29	158	2016	1986	392	91	23.2%	50	141
2015	1980	413	98	23.7%	41	139	2015	1985	369	82	22.2%	74	156
2014	1979	335	66	19.7%	32	98	2014	1984	412	161	39.1%	130	291
2013	1978	341	70	20.5%	32	102	2013	1983	399	93	23.3%	40	133
2012	1977	357	64	17.9%	31	95	2012	1982	389	94	24.2%	55	149
2011	1976	313	63	20.1%	34	97	2011	1981	409	100	24.4%	66	166
2010	1975	300	58	19.3%	25	83	2010	1980	417	82	19.7%	59	141
2009	1974	305	63	20.7%	39	102	2009	1979	350	60	17.1%	41	101
2008	1973	306	63	20.6%	30	93	2008	1978	349	67	19.2%	46	113
2007	1972	280	64	22.9%	44	108	2007	1977	360	66	18.3%	56	122
2006	1971	285	68	23.9%	28	96	2006	1976	313	63	20.1%	23	86
2005	1970	306	116	37.9%	40	156	2005	1975	308	75	24.4%	55	130
2004	1969	278	76	27.3%	31	107	2004	1974	284	73	25.7%	36	109
2003	1968	284	45	15.8%	26	71	2003	1973	308	57	18.5%	29	86
2002	1967	291	63	21.6%	45	108	2002	1972	280	54	19.3%	58	112
2001	1966	277	61	22.0%	37	98	2001	1971	293	63	21.5%	50	113
2000	1965	236	64	27.1%	42	106	2000	1970	309	96	31.1%	82	178
1999	1964	246	61	24.8%	49	110	1999	1969	298	86	28.9%	103	189
1998	1963	239	56	23.4%	38	94	1998	1968	286	69	24.1%	61	130
1997	1962	222	104	46.8%	40	144	1997	1967	291	87	29.9%	52	139
1996	1961	229	70	30.6%	34	104	1996	1966	278	88	31.7%	64	152
1995	1960	253	70	27.7%	51	121	1995	1965	239	80	33.5%	38	118

Note: Due to differences in how these data have been captured and reported over time, this information should be considered approximate and is provided for estimation purposes.

APPENDIX D

Reunion Attendance Statistics

25TH REUNION							20TH REUNION						
Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees	Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees
2023	1998	417	129	30.9%	106	235	2023	2003	402	105	26.1%	64	169
2022	1997	412	97	23.5%	57	154	2022	2002	439	62	14.1%	67	129
2019	1994	416	163	39.2%	180	343	2019	1999	421	90	21.4%	80	170
2018	1993	450	171	38.0%	217	388	2018	1998	430	95	22.1%	122	217
2017	1992	377	135	35.8%	129	264	2017	1997	429	109	25.4%	170	279
2016	1991	446	160	35.9%	180	340	2016	1996	414	127	30.7%	139	266
2015	1990	415	177	42.7%	191	368	2015	1995	408	120	29.4%	164	284
2014	1989	436	180	41.3%	288	468	2014	1994	406	127	31.3%	198	325
2013	1988	415	157	37.8%	167	324	2013	1993	438	105	24.0%	147	252
2012	1987	396	166	41.9%	184	350	2012	1992	361	118	32.7%	163	281
2011	1986	376	169	44.9%	223	392	2011	1991	437	120	27.5%	160	280
2010	1985	367	181	49.3%	222	403	2010	1990	416	146	35.1%	168	314
2009	1984	414	195	47.1%	208	403	2009	1989	435	133	30.6%	178	311
2008	1983	411	174	42.3%	164	338	2008	1988	420	112	26.7%	170	282
2007	1982	393	170	43.3%	132	302	2007	1987	401	75	18.7%	95	170
2006	1981	411	185	45.0%	120	305	2006	1986	379	90	23.7%	99	189
2005	1980	414	177	42.8%	209	386	2005	1985	365	121	33.2%	137	258
2004	1979	312	119	38.1%	101	220	2004	1984	405	142	35.1%	189	331
2003	1978	340	139	40.9%	150	289	2003	1983	390	105	26.9%	107	212
2002	1977	364	131	36.0%	127	258	2002	1982	398	127	31.9%	122	249
2001	1976	317	112	35.3%	121	233	2001	1981	415	101	24.3%	116	217
2000	1975	308	141	45.8%	140	281	2000	1980	419	126	30.1%	184	310
1999	1974	312	117	37.5%	131	248	1999	1979	356	77	21.6%	126	203
1998	1973	309	115	37.2%	124	239	1998	1978	337	102	30.3%	117	219
1997	1972	281	119	42.3%	105	224	1997	1977	359	104	29.0%	105	209
1996	1971	291	129	44.3%	84	213	1996	1976	328	65	19.8%	57	122
1995	1970	310	130	41.9%	155	285	1995	1975	309	87	28.2%	78	165

Note: Due to differences in how these data have been captured and reported over time, this information should be considered approximate and is provided for estimation purposes.

APPENDIX D

Reunion Attendance Statistics

15TH REUNION							10TH REUNION						
Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees	Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees
2023	2008	435	98	22.5%	80	178	2023	2013	461	90	19.5%	34	124
2022	2007	407	29	7.1%	13	42	2022	2012	459	69	15.0%	16	85
2019	2004	448	93	20.8%	90	183	2019	2009	444	167	37.6%	67	234
2018	2003	417	83	19.9%	69	152	2018	2008	464	172	37.1%	90	262
2017	2002	447	103	23.0%	115	218	2017	2007	430	132	30.7%	49	181
2016	2001	464	101	21.8%	88	189	2016	2006	430	122	28.4%	47	169
2015	2000	424	60	14.2%	83	143	2015	2005	419	84	20.0%	50	134
2014	1999	407	61	15.0%	81	142	2014	2004	434	127	29.3%	87	214
2013	1998	421	57	13.5%	60	117	2013	2003	411	133	32.4%	63	196
2012	1997	419	95	22.7%	112	207	2012	2002	444	158	35.6%	76	234
2011	1996	407	80	19.7%	85	165	2011	2001	452	163	36.1%	74	237
2010	1995	410	99	24.1%	111	210	2010	2000	431	140	32.5%	56	196
2009	1994	411	78	19.0%	92	170	2009	1999	408	105	25.7%	56	161
2008	1993	439	104	23.7%	128	232	2008	1998	422	144	34.1%	77	221
2007	1992	366	64	17.5%	85	149	2007	1997	421	144	34.2%	70	214
2006	1991	436	91	20.9%		91	2006	1996	408	134	32.8%	61	195
2005	1990	416	112	26.9%	87	199	2005	1995	404	132	32.7%	60	192
2004	1989	426	90	21.1%	99	189	2004	1994	389	130	33.4%	58	188
2003	1988	395	75	19.0%	61	136	2003	1993	426	155	36.4%	95	250
2002	1987	400	80	20.0%	111	191	2002	1992	362	137	37.8%	104	241
2001	1986	383	67	17.5%	60	127	2001	1991	438	148	33.8%	79	227
2000	1985	374	70	18.7%	93	163	2000	1990	424	167	39.4%	95	262
1999	1984	411	144	35.0%	204	348	1999	1989	435	167	38.4%	144	311
1998	1983	413	88	21.3%	95	183	1998	1988	410	132	32.2%	66	198
1997	1982	392	96	24.5%	71	167	1997	1987	404	129	31.9%	53	182
1996	1981	407	123	30.2%	78	201	1996	1986	383	115	30.0%	66	181
1995	1980	428	85	19.9%	105	190	1995	1985	380	106	27.9%	75	181

Note: Due to differences in how these data have been captured and reported over time, this information should be considered approximate and is provided for estimation purposes.

APPENDIX D

Reunion Attendance Statistics

5TH REUNION						
Reunion Year	Class Year	Total # in Class	# of Returning Alumni	% of Returning Alumni	# of Guests	Total Attendees
2023	2018	464	157	33.8%	20	177
2022	2017	480	198	41.3%	16	214
2019	2014	485	194	40.0%	17	211
2018	2013	482	189	39.2%	24	213
2017	2012	469	158	33.7%	10	168
2016	2011	488	193	39.5%	19	212
2015	2010	435	149	34.3%	41	190
2014	2009	433	197	45.5%	49	246
2013	2008	457	172	37.6%	16	188
2012	2007	422	168	39.8%	11	179
2011	2006	428	149	34.8%	12	161
2010	2005	421	122	29.0%	10	132
2009	2004	441	160	36.3%	13	173
2008	2003	417	193	46.3%	12	205
2007	2002	440	150	34.1%	15	165
2006	2001	456	191	41.9%	9	200
2005	2000	430	144	33.5%	19	163
2004	1999	379	86	22.7%	9	95
2003	1998	417	137	32.9%	25	162
2002	1997	407	162	39.8%	35	197
2001	1996	418	156	37.3%	41	197
2000	1995	413	156	37.8%	31	187
1999	1994	412	184	44.7%	34	218
1998	1993	441	170	38.5%	28	198
1997	1992	376	190	50.5%	20	210
1996	1991	446	178	39.9%	31	209
1995	1990	426	118	27.7%	19	137

Note: Due to differences in how these data have been captured and reported over time, this information should be considered approximate and is provided for estimation purposes.

APPENDIX E

Suppliers and Vendors

Additional vendor information is available online (www.amherst.edu/mm/79571).

Athletics

All requests for the use of College resources (athletic equipment and fields) should be submitted to your class liaison in Alumni and Constituent Engagement.

Audio Visual

ATC Audio Video Lighting	West Springfield	413-781-2327	atcav.com	info@atcav.com
Wassmann Audio Video, Inc.	Whately	800-286-9744	wassmannav.com	wassmannav@wassmannav.com
Amherst College*		contact your class liaison		

*In most cases the College will supply audio visual equipment for programs during the day, unless the request is very unusual.
Some equipment from the College may be available for headquarters if an individual accepts full responsibility for loss or damage.

Beverages

(the businesses listed will deliver to the Amherst campus unless otherwise noted.)

Amherst Wines and Spirits	Amherst	413-549-0900	amherstwines.com	
Four Seasons Wine and Liquor	Hadley	413-584-8174	fourseasonswine.com	sean@fourseasonswine.com
Liquors 44	Hadley	413-253-9344	liquors44.com	amorrisson@liquors44.com
Russell's Liquors	Amherst	413-253-5441		
The People's Pint: Alden Booth '83 (kegs only)	Greenfield	413-773-0333	thepeoplespint.com	alden@thepeoplespint.com

Caterers

Note: Any caterer working on campus must be licensed to cater in the Town of Amherst and be approved by the College. This approval process is managed by the College's Environmental Health and Safety department. Visit the list of approved caterers below for full details. The businesses listed vary in price; be sure to discuss your budget in detail before choosing a caterer.

Amherst College Catering	Amherst College	413-542-2842	amherst.edu/campuslife/housing-dining/dining/catering	mclair@amherst.edu
Full List Approved Caterers: https://www.amherst.edu/system/files/media/Approved%2520Caterer%2520List%2520March%25202021_0.pdf				

Decorations

Accent Banner (banners)	Medford	800-367-3710	accentbanner.com	info@accentbanner.com
Atkins Farms Country Market	Amherst	413-253-9528	atkinsfarms.com	info@atkinsfarms.com
Big Y (balloons, flowers, paper goods)	Amherst	413-253-0416	bigy.com	
Michaels	Hadley	413-582-0784	michaels.com	
Stop & Shop (balloons, flowers, paper goods)	Hadley	413-253-3227	stopandshop.com	
Sunraise Printing (banners)	Hadley	413-586-7133	sunraiseprinting.com	
Target	Hadley	413-586-5945	target.com	
Walmart	Hadley	413-586-4231	walmart.com	

Entertainment

Amherst College a cappella groups:

Sabrinass, Blue Stockings, DQ, Route 9, Zumbyes (Alumni and Constituent Engagement can provide names of business managers)

Disc Jockeys:

DJ Dennis Productions	Springfield	413-222-6703	www.facebook.com/DJDennisProductions	DJDennisPr@aol.com
Joan Holliday	Northampton	860-989-9336		joanholliday333@gmail.com
Party Zone	Westfield	413-283-2238	stephandj.com	stephandj@comcast.net
Peterson Productions DJ Services	Western MA	413-341-3481	peterprodj.com	

Live Music:

Cover Story	Manomet	954-494-4438	coverstoryentertainment.com	thecoverstoryband@gmail.com
Pandemonium	Western MA		pandemoniumband.com	jawalkerbooking@gmail.com
Williams Reunion Jazz Band	Williamstown		siterific.com/WRJB	

APPENDIX E

Suppliers and Vendors

Additional vendor information is available online (www.amherst.edu/mm/79571).

Piano and Keyboard Rentals:

Downtown Sounds	Northampton	413-586-0998	downtownsounds.com	info@downtownsounds.com
Falcetti Music	Springfield	413-543-1002	falcettimusic.com	

Other:

Animal Adventures (wild animal show for kids)	Bolton	978-779-8988	AnimalAdventures.net	info@animaladventures.net
The Party Fun (carnival)	North Andover	978-300-8487	thepartyfun.com	thepartyfun@live.com
Taylor Rental (bounce houses, generators, etc.)	Hadley	413-584-4184	hampshirecountyrentals.com	nickf@taylorrental.net

Outdoor Activities

Golf Courses: call in advance for tee times and fee information.

Amherst Golf Club (9 holes)	Amherst	413-256-6894	amherstgolfclub.org	info@amherstgolfclub.org
Cherry Hill Golf Course (9 holes)	Amherst	413-658-4654	amherstma.gov/373/Cherry-Hill-Golf-Course	rec@amherstma.gov
Ledges Golf Club (18 holes)	South Hadley	413-532-2307	ledgesgc.com	mfontaine@ledgesgc.com

Bike Rentals:

Competitive Edge	Easthampton	413-538-7662	compedgeskibike.com	compedgeeasthampton@gmail.com
Hampshire Bicycle Exchange	Amherst	413-549-6575	hampshirebicycleexchange.com	hampshirebicycle@gmail.com
Laughing Dog Cyclery	Amherst	413-253-7722	laughingdogbicycles.com	info@laughingdogbicycles.com
Valley Bike and Ski Werks	Hadley	413-582-0733	valleybikeandskiwerks.com	info@valleybikeandskiwerks.com

Rafting:

Zoar Outdoor-Whitewater Rafting (Bruce Lessel '83)	Charlemont	413-339-4010	zoaroutdoor.com	info@zoaroutdoor.com
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Souvenirs

Note: Alumni and Constituent Engagement can supply you with high resolution artwork of the Amherst seal and other images, such as Johnson Chapel. Amherst College has a trademarked visual identity (view online at amherst.edu/mm/553318); please ensure that your class souvenirs adhere to these guidelines.

Amherst purple is PANTONE 267. Complementing purples are 2627, 2655 and 2645.

Concept Promotions	Newburgh, NY	845-561-3553	jmvconceptp.wordpress.com	jill@conceptp.com
Discountmugs.com	Miami, FL	800-579-7152	discountmugs.com	support@discountmugs.com
Enviro-Tote Incorporated	Londonderry, NH	800-868-3224	enviro-tote.com	customerservice@enviro-tote.com
ePromos	New York, NY	877-377-6667	epromos.com	customerservice@epromos.com
Inter-all Corporation	Granby, MA	413-467-7181	inter-all.com	
IZA Design Custom Shirts	Stow, MA	888-492-8337	izadesign.com	iza@izadesign.com
Legacy Athletics	Hanover, PA	800-627-3244	league-legacy.com	info@legacycaps.com
Proforma Shoreline Graphics	Old Saybrook, CT	860-388-0866	shoreline.proforma.com	carol.lamarr@proforma.com
Silver Screen Design	Greenfield, MA	800-593-4052	silverscreendesign.com	orders@silverscreendesign.com
Stratton-Crooke Enterprises	Scarsdale, NY	800-732-9719	strattoncrooke.com	strattoncrooke@aol.com