**memorandum to THE WHITE HOUSE**

8/27/2013 6:19 PM

Fr: Missy Kurek, *DCCC Deputy Executive Director for Finance,* (202) 485-3455

 Stella Ross, *DCCC National Finance Director,* (202) 485-3412

Dt: Tuesday, August 27, 2013

RE: Proposal for DCCC Fundraising Event with President Obama in New York, NY

Below is a proposed timeline and event structure for the Friday, October 25, 2013 DCCC event with President Obama in New York, NY.

**Proposed Event Timeline:**

5:00pm  Call time for dinner guests

 *Location: Private Home/ Host-TBD; (approximately 70 people)*

 **Individual Contribution Amount: $25,000 per person**

 **New York Delegation Raise Amount: $50,000 per two seats**

6:00pm POTUS arrives at dinner and greets hosts

6:05pm POTUS stages for photos (70 people/ 60 clicks)

6:25pm POTUS concludes photo line – proceeds to dinner

6:30pm Speaking program begins

6:40pm POTUS delivers remarks to dinner guests

7:00pm POTUS concludes remarks and does Q&A

7:20pm Q&A concludes and POTUS departs

7:30pm Dinner guests depart

We expect the dinner to be held at a private home (host TBD) in the Manhatten, NY area. The photo-line and dinner will be held in two separate rooms or areas of the house, and all guests will be included in both components of the event.

**Event Structure:**

We are proposing a seated dinner – with two parts —a photo-line followed by a seated dinner.

All guests will participate in both the photo line and the seated dinner.

The seated dinner will consist of those who contribute a minimum of $25,000 per person. We are asking members of the New York delegation to raise $50,000 for two seats at this dinner. We expect approximately 70 people to attend the dinner.