



Bellflower Middle & High School

Helpful Guide When Planning a Reunion

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Special Note

Please know that Bellflower Middle/High School does not facilitate, nor set up, the reunions for alumni. It is the alumni themselves that decide where and when to have a reunion, and how to reach out to fellow alum. Bellflower Middle/High School does not have a running contact list of alumni, and we are not able to provide information to people due to privacy concerns.

Please use the following documentation merely as a guide to assist you in your plans for a school reunion. It is not an exhaustive guide, but it can provide some clarity and useful information.

If you do plan to have a reunion, Bellflower Middle/High School is capable of posting information to our school's website so that others may know about it; they can directly contact your point person for the reunion.

Planning the Perfect Class Reunion

The following is meant to serve as a guide in planning your reunion. No two reunions are alike but every reunion requires upfront planning to be successful.

How do we form a reunion committee?

Every reunion begins with the formation of a reunion committee. Start by forming a core local team of dedicated and enthusiastic individuals who are willing to go the extra mile to ensure a successful reunion. Appoint a reunion chair who will arrange and drive meeting agendas. Appoint a treasurer to oversee finances. Beyond these two key individuals, solicit classmate volunteers who can actively participate and be assigned to work on various reunion tasks. Don't underestimate the work involved. Share the work amongst as many who are willing to offer their help. There are many details and arrangements that have to be taken care of. Successful reunions are the result of successful committees. Committees that are active and well organized will be positioned for success. Organizing a successful reunion can be a truly enriching and rewarding experience where old friendships are reestablished and new friendships formed.

When do we start?

Some reunion committees begin forming and start planning up to two years in advance of their reunion. The amount of lead time you need really depends on how elaborate of an event you are planning but generally speaking the more time you give yourselves the better! Whether you are planning a simple family picnic or a formal event you will minimally want to start planning at least 12 to 16 months in advance. Don't expect to pull off a successful reunion if you start planning just 6 months before the event as many of your classmates will need significant lead time in order to participate, especially those living far away. Another consideration is that prime locations and other services you need for your reunion may require 1-2 year advance booking.

How often should we meet?

Your reunion committee should plan to meet once a month either in person or via conference call. You may even consider augmenting some of your meetings by using an online chat room or message boards. This can be a convenient inexpensive way of discussing some of the finer details of the reunion and may make it easy for non-local classmates to participate and contribute.

What work items do the reunion committee need to consider?

Consider dividing the work activities of your reunion committee into subcommittees or work groups.

Here is a listing of some of the tasks you will need to consider:

- date selection
- determine event venue and format
- event program (speakers, tributes, etc)

- event location / lodging selection
- financing
- classmate contact listing
 - postal addresses, email addresses, phone numbers
 - search for missing classmates
- website development / maintenance
- decorations
- entertainment
- photographer
- registration & name tags
- mementos
 - reunion / memories booklet
 - novelties
 - prizes / awards
- marketing & communications
 - mailers, emailing
 - newspaper and internet advertising
- deceased classmates tribute
- additional reunion activities
 - school tours, pre & post reunion events
- class gift to your school

What are some of the upfront expenses we might incur?

Here is a listing of some expenses you might incur along the way. One thing to consider, to avoid these expenses, is to use a professional reunion planning service. Many of these services will handle all your upfront costs for you.

- Stationary supplies
- Postage
- Printing (reunion booklets, name tags)
- Gifts / novelties
- Decorations
- Web site development & hosting
- Liability insurance
- Reunion facilities deposit
- Entertainment deposit
- Deposits for additional activities (tours, etc)

Timeline for success:

While it's a good idea to begin planning your event as soon as you know you are going to have one, here is a timetable to consider for planning your event.

Twenty-four months before:

- Form a committee
- Recruit and appoint subcommittee members
- Survey classmates for ideas and venue preferences
- Determine event format
 - picnic, dinner-dance, etc
 - informal, formal
 - single day event, multi-day event
- Brainstorm additional activities (school tours, etc)
- Set date(s)
- Scout candidate reunion facilities and hotels
- Develop budget
- Start developing mailing list

Eighteen months before:

- Select and reserve reunion facility and hotels
- Arrange for and hire entertainment, caterer, photographer, etc.

Twelve months before:

- Determine cost per ticket, send initial mailer announcing date and location of reunion
- Publicize reunion information
 - public web sites
 - newspapers
- Arrange for additional leisure activities (sightseeing tours, etc.)
- Pay deposits

Six months before:

- Mail reunion registration materials
- Confirm all reservations, caterer, entertainment, etc.
- Select menu
- Meet with hotel and reunion venue staff

Four months before:

- Make payment arrangements with all suppliers for group functions
 - meals, tours, photographer, DJ, etc.

One month before:

- Finalize any last minute details

When should we have our reunion?

Certainly Friday or Saturday are the most desirable dates to consider for your reunion. The most popular times of the year to have a class reunion are early summer through late fall. Thanksgiving weekend is also a fairly popular time as many classmates may be in your home area visiting family for the holiday. There are several factors you should consider when selecting a date. Certainly the weather is more accommodating during these periods especially in areas of the country where the winters are cold. If your classmates are in the child rearing stages of life the summer months might be a more ideal time while children are out of school on summer vacation, especially for those classmates traveling from out of town. Of course fall is also a wonderful time of year as it evokes memories of homecoming and football games. You may want to consider coordinating your event around your high school's homecoming as it offers an opportunity for classmates to participate in additional activities on your reunion weekend.

Should we have a single day or multi-day event?

Some classes just have a one evening reunion event while other classes host multi-day reunions. Those classmates who have attended reunions repeatedly echo the same words after the reunion is over 'the evening went by too fast'. 'There just wasn't enough time to talk with everyone I wanted to'. How do you pack 5, 10, 20, 30 years of each other's lives inside of 5 hours? The answer is you can't. Hosting a multi-day reunion however gives your classmates additional time to relax and get reacquainted. This is also a far more attractive venue for

those traveling from afar to attend the reunion. It may involve a little more work to host a multi-day reunion but offers many advantages to your classmates. Following are some suggestions for the weekend should you choose to hold a multi-day reunion.

Friday night

Many classes kick off their reunion activities with an informal Friday night get together that are referred to as 'Mixers', 'Warm Ups' or 'Icebreakers'. As these names imply this event is intended to loosen classmates up in an informal, neutral and relaxed atmosphere prior to the grand event. Typically, these are held at a local restaurant or bar. Usually light Hors d'oeuvres are served and classmates pay for their own cocktails at these gatherings. Keep this event simple. Don't put a lot of undo stress on yourselves as you need to direct most of your energies toward planning the big event. If such an event is not offered, consider getting together informally on your own with some classmates you were close with in high school. It gives you extra time with those you were closest with.

Saturday

While the night is typically reserved for the big event, consider adding some daytime events. One of the most popular events you might want to consider arranging is a tour of your old high school. After 10, 20, 30... years this can be a wonderful rejuvenating experience to once again walk the hallowed halls of your youth. If your event happens to coincide with your school's homecoming or a school football game, encourage classmate participation and try to organize special seating arrangements so your class can all sit together. Some classes also organize activities like a morning golf outing, local sightseeing tour or a group shopping trip.

**No matter what pre-reunion events you plan, don't underestimate their value in terms of making classmates more comfortable attending the reunion event. They all serve as relaxers or anxiety reducers so to speak that can help make the big event a smashing success.*

Sunday

If your class isn't already burned out from Friday and Saturday festivities, you might want to consider a wind down event such as a Sunday picnic. This is a chance for any last minute catching up and to say your goodbyes in a less hectic atmosphere. For younger classes, make it a family event with spouses and children invited.

What kinds of activities should we provide at the reunion?

If you are planning a more formal evening event, certainly the night will contain a sit down dinner and likely music entertainment. You can add some formality to the evening with an official opening welcome and a few brief speeches and awards before dinner. Perhaps a tribute to classmates who have passed away. One thing you need to remember is that people are coming to the reunion to catch up with old friends. You need to allocate the majority of the evening to free socializing. You might also want to consider setting up a continuously running slide show of old class photos in one corner of the room. This is always a great attraction. Consider setting up a nostalgia table for classmates to view memorabilia and artifacts from your class past this is a great way to jog faded memories and spark discussions amongst classmates. Ask each of your classmates to bring one piece of personal memorabilia for the nostalgia display. If you want to encourage dancing, make sure your music provider plays music from your era.

Staffing the event

Unfortunately, the reunion committee's job isn't over after all the plans and arrangements are complete. On the day of the reunion there is still the work of registering guests as they enter. You've worked hard and you too deserve to enjoy the reunion. Some facilities may provide this service for you or you might want to consider asking friends or family members to handle this for you. You might even be able to make arrangements with volunteers from the class year ahead of you or behind you to provide this service in turn for providing this service at their reunion. Given the likelihood that they may know people in your graduating class it could be an attractive opportunity for them as well to help out.

Reunion Planning Checklist

The following information is intended to serve as a checklist for your class reunion planning.

- form a reunion committee
- elect a reunion chair and treasurer
- solicit volunteers to work on subcommittees
- establish regular reunion committee meetings
- survey classmates for ideas
- decide on venue and format of event
- select a date
- create a budget
- arrange for any liability insurance required
- develop an agenda for the event
- develop classmate contact listing
- develop class website
- determine and arrange for any additional activities
- select event location(s)
- arrange for lodging
- select caterer
- choose a menu
- select photographer, entertainment and other services
- pay all required deposits
- develop registration process
- publicize event
- print and mail reunion announcements / registration
- create name tags

- decorations
- event momentos
- class gift to school
- arrange for event staffing
- deceased classmates tribute
- speaker arrangements
- nostalgia table
- create old photo slideshow

Find Missing Classmates

After graduation we all go our separate ways in life. Losing touch with classmates is an inevitable fact of life. As a result, one of the most difficult and biggest tasks a reunion committee faces is to find missing classmates.

Certainly your reunion committee needs to make this a high priority in your reunion planning activities. After all, the reunion's success is largely dependent on participation. Start as early as possible. You might even want to consider forming a dedicated subcommittee or workgroup who are solely focused on locating classmates.

How do you go about finding missing classmates after 5, 10, 20 years?

Often overlooked by reunion committees is the fact that classmates may actually be trying to find you...so first make it easy for them to reach you by establishing an online meeting place for your class on the internet where they can communicate with you and get information about their reunion. Make this information available in all public announcement venues such as newspapers, school & alumni web sites as well as all other available public web sites that allow reunion announcement postings. Don't limit your announcement to just one media venue...the more places you put the information the more likely classmates are to find you. You really can't over advertise your reunion plans.

An interesting statistical fact:

70% or more of your classmates still reside in your high school home state. Your classmates may be right in your backyard!

Tips for locating missing classmates

- Obtain the records of any prior reunion planners
- Check for classmates registered on public alumni sites
- Check with your school or alumni association and on their web sites
- Post your missing classmate names on your web site and school or alumni site
- Ask your school or alumni association to post a link to your class website in case classmates visit these sites. - Ask all located classmates to help in search as they may be in contact with other classmates or be able to provide leads
- Check local area phone books
- Check online national phone books
 - <http://www.Switchboard.com>
 - <http://www.Anywho.com>
 - <http://www.Whitepages.com>
- See who is living at their last known address by using the 'reverse address' feature at <http://www.Whitepages.com>. Fill in the address and get the current phone number for that address. Maybe they know your classmate's whereabouts or their parents or other family members.

- Try locating and contacting parents or siblings of missing classmates
- Check other graduating class web sites for your school for possible brothers or sisters of a missing classmate
- Publicize your reunion information in local and area newspapers, radio stations and online public websites
- Organize a phone-a-thon by contacting all located classmates and ask if they know how to reach other classmates
- Try entering names of individuals on major search engines like <http://www.Google.com> or <http://www.Yahoo.com>
- The following paid people search services might provide information about missing classmates
 - <http://www.USSearch.com>
 - <http://www.People-finders.ws>
- [www.Class Quest.com](http://www.ClassQuest.com)
- Check [Social Security Death Index](http://.ssdi.rootsweb.com/cgi-bin/ssdi.com) (<http://.ssdi.rootsweb.com/cgi-bin/ssdi.com>) for deceased classmates
- Check online [Obituaries](http://obits.rootsweb.com/cgi-bin/obit.cgi) (<http://obits.rootsweb.com/cgi-bin/obit.cgi>) for deceased classmates
- 'Pay for' search services

Don't get discouraged if you cannot locate all your classmates and don't assume everyone wants to be found and wants to participate in the reunion. For some, it may be the past is filled with unpleasant or painful memories or there may be extenuating circumstances in their current life.

The Power of a Class Website

Having your own class web site can be a wonderful venue and attraction for your classmates to communicate with each other and a powerful tool for reunion committees who need to reach classmates and maintain up-to-date contact information for classmates.

Having your own personalized website for your class can be a powerful draw that will give your classmates a real sense of home and belonging. A place on the internet where they can personally connect with their past and share changes in their lives with other classmates. Done right it can be a very powerful and moving experience for your classmates.

Most reunion committees will devote a significant amount of time and energy just to the task of locating missing classmates. Many will even suggest this is where they spend the majority of their effort especially for larger class sizes. This is the one area where a web site can really be invaluable by creating an interesting and appealing venue and providing an easy opportunity for classmates to reconnect and spread the word. You'd be surprised how fast word gets out about your web site just through word of mouth and rather than devoting enormous amounts of time trying to find classmates you will have a place for them to come to you. Establishing a web presence for your class should be a high priority in your planning activity and take place very early in the development of your reunion plans as it will serve as one of your key communication vehicles. Your classmates aren't suddenly going to appear overnight...it's going to take some time so the earlier you get a web site setup the better.

Having interactive features is a very important element in developing a successful web site for your class. Some of the most popular and successful class web sites in addition to supplying news about their upcoming reunion will also incorporate message boards, photo sharing, contact information sharing, etc. that give classmates an opportunity to participate, interact and contribute to content development of the web site. It gives them a sense of ownership. Throwing a web page up that simply contains reunion information is not going to create any long lasting draw. Neither will a web site whose content does not change. Creating an environment that allows classmates to easily contribute content through dynamic interactive features will help to keep your content fresh which in turn will keep the interest of your classmates and keep them coming back to visit.

If your web site is equipped with message boards or online chat features, your reunion committee might want to consider taking advantage of these features by holding online reunion committee discussions. This can be a very convenient and economical venue that will help draw more participants into your reunion committee, especially those who want to participate but are from out of town. This can also provide a convenient means of capturing and archiving your meeting minutes. Many classes who have their own web site report they are able to draw larger attendance at their class reunions because they are able to reach more classmates and keep them better informed. It also gives your classmates an opportunity to see who else is attending the reunion which generates a sort of participation snowball effect 'Oh! I see John Smith and Jennifer Green are attending.

Maybe I will go too'. If your web site is equipped with features that allow classmates to share photos, your site can serve as an 'icebreaker' in that your classmates will be able to see they are not alone in this wonderful aging transformation process we all go through in life. Classmates won't feel as much anxiety in attending the reunion as if they were walking into the reunion cold for the 1st time as they will already feel connected. Seeing images of the past helps us remember things we have forgotten and makes classmates feel that connection to each other again which by itself generates classmate interest.

To promote your website, you might want to ask your school, alumni association or other class years in your school that have their own site to provide a pointer to your site. You can also list your site for free with some of the major search engines such as Google. Of course there is also email and the good old fashioned word of mouth method to help get the word out.

Creating a website from scratch for your class can be a lot of work depending how elaborate you want to get. There are several options you can consider. Some of your classmates may have skills in the area of web site development. You could pay someone to custom design a site for you. You could use a prepackaged class reunion website like that from ourclassonline.com. You could use alumni services such as classmates.com, reunion.com, alumni.net or you can set up an internet group at Yahoo or MSN. Whatever the format, do not underestimate the value of having a place for your classmates to connect before the reunion and after the reunion is over.

But a web site doesn't have to be just for promoting your class reunion. You might want to think of it as a permanent place for your classmates to stay in touch with each other between reunions, a place where you can record your class history, a place where high school and reunion memories are archived, a place where other missing classmates might just yet find you, a place where you can watch each other grow older together. There is a certain comfort for many classmates to know that they have their own personal place on the internet that they can go to reconnect. Of course, another major benefit in maintaining an ongoing website is that it will simplify your task of locating classmates for the next reunion do you really want to go through the pain of finding everyone all over again in 5 to 10 years? Wouldn't it be easier if they knew they had a place to find you?

If you've created an interactive web site, you should not be surprised to find the majority of activity on your site will take place in the months leading up to your reunion and the period just after. Don't get discouraged if activity on your web site drops off outside these times and that classmates don't visit as often. There is ongoing value in that your classmates now know there is a place to go to in the interim periods to connect with classmates, find information about friends and future reunion plans. You've established a sort of product branding for your web site why throw away the effort you put into establishing an online presence for your class. After all, hosting a website has really become a very inexpensive proposition these days.

Using a Professional Reunion Planner

This is a choice you might want to consider and largely depends upon whether you have the time and energy to do a proper job planning a reunion. Aside from organizing your event, professional reunion managers can help you locate alumni, prepare and mail announcements and registrations, coordinate registrations and confirmations and provide one place of contact for consistent and up-to-date information.

Professional managers also may pay up front costs, maintain websites for secure on-line registration, provide toll-free phone numbers, e-mail and fax and credit card processing, deposit and bill paying. They will also make arrangements for music and photography, memory books, contacting local media, notifying your school and alumni association, publicizing your reunion in various public venues, providing staffing for the event and paying for liability insurance.

As with all service providers, it is important to shop around and ask for and make reference checks for any potential manager.

Consider following when choosing a reunion manager:

- Choose a reunion manager who services and has experience in your geographic area.
- Good questions to ask a reunion manager
 - How many years have they been in operation?
 - How many reunions have they planned?
 - Ask for references from past reunion committees.
 - Ask for credit / business references (hotels, banquet facilities, etc)
- Generally, reunion managers will add a nominal fee to each ticket.
- Ask if there are any upfront deposits / expenses to your committee.
- Ask for a listing of all services that are being provided.
- Make sure you understand reunion package choices offered and their flexibility.

Reserving Blocks of Hotel Rooms

Class Reunion Hotels

Hotel Arrangements for your Class Reunion

The first thing you must think about is reserving space for the big event. The worst thing that could happen is a few months before the reunion, only to find out that all the rooms in town are too expensive or even worse all the banquet space in town has been taken by a large convention. You also want to make sure your classmates from out of town can find a place to stay. This is why it is very important to reserve the space at special rates at one or two select hotels with plenty of time before the big event. At most hotels the minimum number of guest rooms required to make a block is 10 rooms per night, but if you are holding the reception or using any banquet space at the hotel sometimes that number can be less. If you are looking for over 30 rooms per night, another good idea is to split the group blocks among two to three hotels. This way your classmates can have a choice between different locations and prices.

You want to get your classmate's interest in the class reunion and generate excitement among them. Advance preparation is the key. Start by selecting the perfect location. Our technology is perfect for this as it allows you to search multiple reunion locations at the same time. You want to find a reunion location that is central so that every member of your class has an easy time getting there. You also want to make sure the location has enough attractions and things to do for every member of the class who is excited about the trip. The worst thing that could happen is when you try to call around for space a few months before your Class Reunion. This is why it is very important to reserve a block of rooms for your Class Reunion at special rates at a hotel in the perfect location with plenty of time before the big event. At most hotels the minimum number of guest's rooms required to make a block is 10 rooms per night, but if you are using any banquet space at the hotel sometimes that number can be less.

To accomplish this goal, you may not want to start blindly calling hotels in multiple locations. You will not be doing your class or yourself any favors by reserving blocks at the first rates the hotel will quote. You also do not have all the information on the hotel, and it is important you get organized detailed descriptions of all amenities before you make any decisions. First step is to see what rates are out there on the Internet. A great source we have found for easily comparing different hotel Internet rates is HotelPlanner.com. The best thing about their system is that it is free and very easy to use. All you need to do is put in your class reunion location options and dates and HotelPlanner.com will do the rest. It will allow you to search hotel group rates in multiple cities at the same time in a clear and organized approach without Hotel bias. It also puts you in control of sorting through this information by location, price or Hotel Brand names. They will also assign an account representative to you that will help make sure your hotel deals are not only the best, but they will help with the reservation process as well. The reservation process is very important because even if the room rate is very low, the deal may include a very strict cancellation policy, a high cash deposit, or other hidden costs such as

mandatory resort fees. The [HotelPlanner.com](https://www.hotelplanner.com) Account Representative will be more than happy to help through these and all of the other issues you may encounter. After choosing your hotel they will set up a special online booking website just for your Class Reunion free of charge. This will help you keep track of your classmates as they confirm with your hotel.

To learn more visit [HotelPlanner.com](https://www.hotelplanner.com)

Publicizing your Class Reunions

You are going to have to devote some effort to marketing your class reunion. Promoting your reunion in public venues gives classmates you can't locate an opportunity to find you. Make sure you provide reunion contact name(s), email IDs or phone numbers and a web site address so that classmates can reach you for more details. If you are uncomfortable giving out your personal email address and phone number, you might want to consider setting up an alternate contact e-mail account such as *BellflowerHigh1984@fake-email.com* with a free email service provider, like google, to avoid unwanted junk mail to your personal email account.

Consider the following venues to promote your reunion plans:

- email
- telephone
- mail
- local newspapers
- school website
- school alumni website
- alumni service web sites
(i.e. classmates.com, alumni.net, reunion.com, etc.)
- your own class website
- class websites from other years at your school
- public reunion announcement web sites
(i.e. reunionannouncements.com, etc.)
- public radio station announcements and their websites
- good old fashioned word of mouth never hurts either

Choosing a Location

When considering a venue for your class reunion there are many factors you will need to consider. You will first need to decide how formal or informal an event you want to have. Cost factors certainly will play a big role in the decision process with expected costs typically ranging anywhere from \$25 - \$100 per participant depending how elaborate of an event you are planning. You will also need to consider the number of expected participants. Options for smaller classes generally tend to be more limited as some facilities may require headcount minimums.

It is important that whatever venue you choose that you make sure it can comfortably accommodate dining, socializing and dancing if you are planning to have music.

Location

If possible, try to choose a location that is centralized for local classmates and in fairly close proximity to your high school or to other events you are planning. Part of the reunion atmosphere is just being in the old area that you grew up in.

Informal Reunions (*\$25-\$50 per participant*)

If you are planning an informal reunion, have a smaller class size or just want to keep costs at a minimum then here are some options to consider:

- Picnic / BBQ at a local park
This can be a catered event or handled by class volunteers. Of course whenever planning an outdoor event weather has to be taken into consideration. Look for facilities that offer shelters in the event of rain that are large enough to accommodate participants comfortably.
- Dinner at a local restaurant
Try to choose a restaurant that can offer you a private area separate from the main dining area. Smaller restaurants may even offer exclusive use of their facilities for your event.
- Hotels
Some hotels may offer banquet facilities that can accommodate smaller gatherings at reasonable prices. Check to see if they have catering facilities or will allow you to hire your own caterer.

Formal Reunions (*\$50 - \$100 per participant*)

Many classmates enjoy the aspects of a more formal reunion. It can make for a more memorable event and for many makes participating more appealing. Sure you may pay more but what the heck...it only happens once every 5 or 10 years!

If you are planning a more formal reunion here are some options to consider:

- Banquet / catering facilities
- Country Clubs
- Hotels
Hotels that offer both banquet facilities & room accommodations provide a very convenient venue for out of town classmates and for local classmates who may not want to drive home after the reunion. Be sure to reserve blocks of rooms for your classmates in advance. If possible, try to reserve room blocks

on the same floor or adjoining floors which allows opportunities for some pre-reunion and post reunion socializing and also minimizes impact to other hotel guests.

Encourage classmates to book a room to minimize risk of over indulging and getting behind the wheel.

- Restaurants
Some restaurants are equipped with banquet facilities. Try to choose a restaurant that offers a private area separate from the main dining area.

Allow yourself plenty of lead time to reserve more formal facilities.

Other venues

Here are some other options to consider:

- Reunion Cruise (\$300 - \$800 per classmate)
Some classes organize reunion cruises. While this can be a great venue for having your class reunion, you have to consider for many the cost may be out of reach.

Negotiate

Remember during your venue selection process make sure to compare prices and negotiate, negotiate, negotiate!

Keeping in Touch After the Reunion

Unfortunately, all good things must come to an end. After the class reunion is over we've all got lives to go back to. But saying goodbye doesn't mean you have to wait another 5 or 10 years to talk with your classmates. In today's high tech world, it has become so easy to stay in touch through email, class web sites or alumni sites.

Before you leave your reunion, make sure you exchange contact information with those you want to keep in touch with. Find out if your class has a web site or other online meeting place to exchange contact information through. If so, make sure you add yours so classmates who are looking for you know how to reach you. Make sure you keep your contact information current through such facilities or with your reunion committee so they know how to get in touch with you for the next reunion.

If your class did not set up a web site prior to the reunion, it's not too late to do so now. Done right, a web site can be a powerful tool for keeping your classmates connected between reunions.

High School Reunion Jitters

Anyone who has been to a class reunion knows there is a certain amount of anxiety associated with attending a reunion. As the reunion approaches your mind becomes flooded with thoughts. Will there be anyone there I know? What if my old boyfriend or girlfriend is there? What if nobody remembers me? What if I don't recognize classmates or remember their names? What if I run into someone I didn't get along with in school? I've put on weight. I've gone gray. I've lost my hair. I'm not that successful.

Relax! You are not alone in these thoughts. Everyone else is having the same exact thoughts and reunion jitters. Don't let these thoughts get in the way of attending your class reunion.

Bottom line is we have all changed. So what! You're not 17 anymore. The laws of gravity and time catch up with all of us eventually. Changes are an inevitable fact of life. Accept yourself for who you are. Be yourself. Celebrate life's changes. Relax and go and have a good time. Letting such negative thoughts impact your decision to attend may result in you missing out on a wonderful time.

Focus your thoughts instead on the positive aspects of attending. This is an opportunity to go out and have some fun once every 5 or 10 years, renew old friendships, catch up with each other's lives, to celebrate your youth and feel young again (if only for a moment), to reminisce about the good old days, to share time with old friends while we are still able to, to celebrate our changes. You will quickly find that people are not there to judge you but are there for the same reasons you are to have a great time and touch their past. It can be a wonderfully rejuvenating experience. When it is over we can take comfort in the fact that we have all changed, we've all gone down different paths in life but that we all still share a common bond and enjoy a good party.

Here are some tips to help you relax at your class reunion:

- Go with an attitude of having fun.
- Be yourself and be proud of who you are.
- Dress comfortably.
- Remember everyone will have changed. You're not alone.
- Hookup with a few close classmates beforehand and go to a reunion together.
- It's perfectly ok to not remember somebody. Our memories all fade. That's why name tags were invented!

Useful Class Reunion Statistics

- When deciding what month to hold your class reunion you might find it useful to know that national averages show the most popular months to hold a class reunion are:
 - July 23%
 - August 21%
 - June 12%
 - October 12%
 - September 10%
 - November 5%
 - May 4%
 - Other

When planning and budgeting for a class reunion you may find it useful to know that the number of classmates who attend their class reunion is typically in the range of 20-30%. Greater than 30% should be considered a highly successful reunion.

You should plan that 80-90% of classmates attending the reunion will bring a guest.

When trying to locate classmates you might find it useful to know that on average more than 60% of classmates still reside in their home state.

Most successful reunion planners begin planning their class reunion at least 1 year in advance.