



READY TO BEGIN REUNION PLANNING?

The following checklist is a helpful guide as you start reunion preparations.



Let's connect! When you are ready to begin reunion planning, please contact Mercy McAuley's Alumnae Office at 513-681-1800 or alumnae@mercymcauley.org. We're here to help and spread the word of your upcoming reunion!



The more the merrier! Gather classmates to assist on a Reunion Planning Committee. It is helpful to have individuals from various social circles. Spread out tasks and jobs across committee members.



Get it on the calendar! Select a date, time, and location. We'd love to host you at Mercy McAuley! Please contact our Alumnae Office to review available dates.



Create a budget! As you set the cost of attendance, plan for all expenses: invitations, postage, rental fees, food, drinks, music, memory books, decorations, etc. Mercy McAuley encourages additional funds to be donated to the Annual Fund as a class gift. Be sure to note all checks be payable to a Planning Committee member so you can track RSVPs.



Set the guest list! Are guests and spouses welcome to join? We recommend indicating this on the invitation. Hoping to see former teachers or Sisters of Mercy? Let us know and we can share details of your reunion with those selected individuals!



Let's review! Extra sets of eyes are always helpful before printing and sending invitations. Send your draft or proof to the Alumnae Office for an extra review.



Grab your stamps! It's time to get your invitations in the mail. Don't rely on social media alone to get the news out. A mailed and/or emailed invitation is best to communicate with all classmates. Mercy McAuley will support in sharing details on the web, in digital newsletters, and on social media.



Time to party! Grab your yearbooks, pack up your decorations, and enjoy reminiscing with classmates. You did it!



Phone: 513-681-1800

Email: alumnae@mercymcauley.org

REUNION RESOURCES

The resources below do not represent formal Mercy McAuley partnerships or endorsements. We simply offer the resources below for consideration during reunion planning.

VENUES

RESTAURANTS

[Alcove by MadTree Brewing](#)

[LaRosa's Boudinot](#)

[Moerlein Lager House](#)

[The Public House](#)

BREWERIES

[13 Below Brewery](#)

[Brink Brewing](#)

[Sam Adams Tap Room](#)

[West Side Brewing](#)

RECEPTION HALLS

[Clovernook Country Club](#)

[Mossie Jane's](#)

[Niche](#)

[Pebble Creek Event Center](#)

FOOD & BEVERAGE

CATERING

[Cincinnati Catering](#)

[DelightMore Catering](#)

[Eat Well Celebrations](#)

RESTAURANTS & DELIS

[Condado Tacos](#)

[Maplewood](#)

[Poke Hut](#)

[Servatii](#)

DESSERT

[Jenny's Homemade Cookies](#)

[Little Dutch Bakery](#)

[Mickey's CheeseSicles](#)

[The BonBonerie](#)

PRINTING SERVICES

[Graphic Village](#)

[Peerless Printing](#)

[Staples](#)



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