

Dear Stake Presidency and Communication Leaders,

Thank you for your willingness to participate in this year's Giving Machine Initiative at the Town of Gilbert. Your efforts will help create a welcoming experience that brings our community together and helps us experience the Christlike joy that comes from giving.

This past week we finalized the agreement with the Town of Gilbert and we are excited that the Giving Machines will have a larger presence than ever. As a result of that agreement we are updating the information and needs for your stake's hosting day(s).

Action Needed

If your stake has not yet signed up, please remember to do so. Stake contact information and signup schedule can be found here: [2026 GM Stake-Leaders + Schedule](#)

Evening Performances

Each evening will feature live entertainment from **6:30–8:30 p.m.** during your hosting night.

Performances may be one program or several shorter performances. As you seek performers within your stake boundaries, we strongly encourage inviting community performers such as school or faith-based choirs, bands, and music groups representing other faiths. We want the event to reflect the diversity of our community rather than feel exclusively sponsored by The Church of Jesus Christ of Latter-day Saints.

Community Performances

We will also be working to secure larger community and school performances. If one is scheduled on your hosting night, we will communicate with your stake representative and add it to the performance schedule (see link above).

We ask for your assistance in giving these larger community performances priority as they help create a community atmosphere and attract additional visitors to the Giving Machines.

Stage and Equipment

We will have a **15' x 25' performance stage** with decorative overhead lighting and electrical power on both sides. A grass audience area will be available in front of the stage for guests to bring lawn chairs or blankets and enjoy the performances.

Each hosting stake will also need to provide **AV (audio/visual) equipment and a volunteer** to assist with sound and performance needs.

Publicity

Please submit your performance schedule to Reed & Chantal Carr (4reedcarr@gmail.com) **by October 10**. (Please note this is earlier than previously communicated.)

This will allow the Town of Gilbert and Giving Machine social media teams to promote the nightly entertainment and encourage greater attendance.

For questions please call Reed Carr at 602.284.1811.

Social Media Participation

The Gilbert Giving Machine has a public Facebook group where community members can share their experiences. Each hosting stake should ask **three different individuals per day** to share their Giving Machine experiences in the Facebook group during their assigned hosting days. **Your stake social media specialist may coordinate these assignments.** Short, authentic posts with photos or video are encouraged.

Daytime Family Activities

Each hosting stake is encouraged to provide a family-friendly daytime activity that welcomes children and families of all faiths.

Possible activities include:

- Coloring stations or simple crafts
- Children's games
- Story time
- Visits from Santa
- Food is not encouraged or should be limited (e.g. small candy canes)

Live Nativity

We have been asked by Salt Lake to incorporate nativity scenes like those you might have in your home at Christmas. Primary and youth groups are encouraged to participate. If using a live nativity, please note that **the Town of Gilbert does not permit live animals** at the event location. A prerecorded nativity may also be shown on the video screens at the site.

Overnight Surveillance

Each hosting stake will be responsible for overnight surveillance following its assigned hosting day. Surveillance should begin at **10:30 p.m.** when the event closes and continue until approximately **10:00 a.m.** the following morning, when the next hosting stake arrives.

We recommend having at least **two individuals together** for each shift. Their role is simply to observe the Giving Machine area and decorations for vandalism or trespassing. Volunteers should not confront anyone. If an issue occurs, volunteers should contact the Gilbert Police Department non-emergency line at 480-503-6500.

Thank you for your service and willingness to help create a meaningful Christmas experience where thousands of people can feel the spirit of giving and community.