

TEXAS BANKS  
**Community  
Day of Service**



**YOUR LOGO  
HERE**

## Community Day of Service Checklist

Use this step-by-step guide to prepare your bank for a successful Day of Service.

- Save the Date:** Mark your calendar for [the event day](#) and commit to joining banks across Texas in this collective day of service.
- Appoint a Day of Service Champion:** Designate an internal point person to coordinate your bank's volunteer activity and serve as a liaison with your community partner and TBA.
- Select a Service Activity:** Choose one or more community service activities that align with local needs and your team's interests. Confirm participation with any partnering organization(s).
- Brand Your Effort:** Use the official Day of Service logo provided by TBA. You may also customize it with your bank's logo for internal use, signage or promotional materials.
- Promote Your Plans:** Prepare communications for both internal audiences and local press. Use the social media hashtag [#TXBanksDayofService](#) and include the logo in graphics or announcements.
- Engage on Service Day:** Take lots of photos and post on social media using the event hashtag. Encourage staff to share their experience and amplify posts from other participating banks across Texas.