

FRIDAY NIGHT MIXED LEAGUE

DINNER EVENT INSTRUCTIONS

GETTING READY:

- Set tables with paper place mats, napkins (in drawers in kitchen or Dawn will provide), knives and forks
- Make one pot of Decaffeinated Coffee and one pot of Regular Coffee - in tablecloth cupboard
- Set out dessert plates, spoons and small forks on the dessert table
- Set out milk and sugar on the coffee table
- Set up two long tables for serving tables and cover with a tablecloth (this is usual set up for us)

CLEAN UP:

- Turn on the dishwasher at least 10 minutes before you need it
- Rinse all dishes and cutlery and wash in the dishwasher
- There are racks for the plates and one for cutlery
- Wipe off the tables, wipe the counters and put all dishes away
- It is not necessary to wash any casserole dishes or salad bowls

POTLUCK MEALS:

- Dawn will purchase, Milk, Sugar, Buns and Butter to keep costs consistent
- Please follow the instructions for Getting Ready and Clean up above
- Please collect the money and fill out tally sheet

KITCHEN:

- Preheat oven to 250 degrees
- Accept food as it arrives
- Put salads in the refrigerator
- Keep casseroles warm either in the oven or covered and on top of the stove
- Transfer the casseroles and salads to the serving table

PIZZA/SALAD DINNER NIGHT:

- Please follow the instructions for Getting Ready and Clean up above
- Please collect the money and fill out tally sheet
- Please help serve the food

TWO TEAMS WILL BE ASSIGNED TO EACH DINNER EVENT TO HELP.

THANK YOU FOR HELPING AND MAKING A GREAT EVENING!!
DAWN LEWIS - CONVENOR

TALLEY SHEET FOR POTLUCK MEALS

form will be provided by Dawn night of event

PLEASE COLLECT \$3.00 PER PERSON AND GIVE TICKET FOR 50/50 DRAW

TOTAL MONEY COLLECTED: _____

SUBTRACT:

DAWN'S COST FOR MILK, BUNS AND BUTTER: _____

DAWN'S COST FOR CENTREPIECE AND GAME PRIZES: _____

subtract TOTAL COST: _____

TOTAL FOR 50/50: (COLLECTED subtract DAWN'S EXPENSES) _____

AMOUNT TO WINNER OF 50/50 _____

AMOUNT TO FRIDAY NIGHT MIXED LEAGUE _____

TALLEY SHEET FOR PIZZA/SALAD DINNER NIGHT

form will be provided by Dawn night of event

PLEASE COLLECT \$10.00 PER PERSON AND GIVE TICKET FOR 50/50 DRAW

TOTAL MONEY COLLECTED: _____

SUBTRACT:

DAWN'S COST FOR MILK, BUNS AND BUTTER: _____

DAWN'S COST FOR CENTREPIECE AND GAME PRIZES: _____

subtract TOTAL COST: _____

TOTAL FOR 50/50: (COLLECTED subtract DAWN'S EXPENSES) _____

AMOUNT TO WINNER OF 50/50 _____

AMOUNT TO FRIDAY NIGHT MIXED LEAGUE _____