

## **EASY HOLIDAY ENTERTAINING**

### THE WHO, WHAT, WHEN, AND WHERE OF HOLIDAY ENTERTAINING

Who is going to do this - are you doing this alone or with someone else?

What are you doing - is this a cocktail party, dinner party or something else?

When are you doing this - next week, next month or later?

Where are you doing this - at your home; someone else's home; or a rental/commercial location?

Once you have answered the above questions, you can begin to develop an action plan. The plan should include the following:

A time line – how much time do you have to plan, shop, cook and execute?

A guest list – who is coming, their ages, their dietary needs, if any, and most importantly, does anyone have a food allergy? Also, are they big eaters or delicate pickers?

A menu – what are you thinking of serving and can you prepare it yourself or do you need help? How much can be done in advance and how much must be done just prior to the event? Do you have the skill, the equipment and the necessary refrigeration/cooking appliances you will need to pull this off?

Equipment/supply list – do you have everything you will need for this event? Do you need to barrow some items or do you need to rent things, such as plates, glasses, serving pieces, silverware, tableware, cooking utensils, pots and pans? What are you thinking in the way of table decorations?

Finally cost – how much do you think this will cost and do you have a budget? What happens if expenses go over your budget?

## **QUICK COMMENTS RE: HOSTING A HOLIDAY PARTY**

1. Never attempt a menu with all new recipes.
2. Let the season be your inspiration
3. Review guest list for food allergies
4. Something for everyone, young and old
5. How the ingredients are prepared? Hot/Cold/Bland/Spicy
6. Varied mix of hors d'oeuvre's
7. Include at least 2 hot/warm pieces in the cooler months
8. We are heartier eaters in the colder months – be prepared!
9. Plated or passed? Do you have enough platters, chairs, helpers
10. Take total number of napkins you think you need and triple it
11. Do you have several waste baskets available for your guests to put things in? Who is going to empty them during the event?
12. Time of day of party. Will your guests have eaten prior to the event or do they expect you to feed them?

**BASIC RULE OF THUMB: 6 PIECES OF FOOD PER GUEST FOR THE FIRST HOUR  
4 PIECES OF PER GUEST FOR EACH SUBSEQENT HOUR**

For an event for 25 guests, lasting four hours, that is 450 pieces of food!

2 shopping lists, one for non-perishables and one for perishables

Keep garnishes simple. If using herbs or other natural items, especially items taken from your own garden, always check for bugs. Make sure anything put out to garnish is eatable.

Relax and have fun!!!!