



87 North Staffing

Be a guest at your own party!

Hostess Checklist

The following checklist is designed so that you don't miss a single detail at your event. We pride ourselves by not overlooking a single detail, allowing your guests to relax & enjoy the event.

In preparation for the event we recommend the below items be stocked in your kitchen:

- Foil & Saran wrap
- Ziploc bags
- Foil trays-Full trays & '1/2 trays
- Chaffing dishes & Sternos (each sterno is good for maximum of 2 hours burn time. 2 per chaffing dish is required).
- Paper towels
- Dish towels
- Serving utensils
- Paper goods
- Hot/Cold cups
- Coffee/Tea/Sugar/Creamer
- Cake cutter
- Garbage bags
- Mixers for Alcohol if served
- Fruit for drink garnishes-lemons, limes, oranges
- Ice-see Martha Stuart.com to calculate amount needed
- Hot carafe for Tea service
- Food containers to store left over food(s) foam clamshell containers recommended
- Cutting board/chef knives
- Grilling Utensils-Spatula, 2 tongs, marinade baster, barbeque fork, Aprons, full tank of Propane