

Westside Vineyard Women's Afternoon Tea

Table Hostess Information

Thank you so much for signing up to be a table hostess! This is probably the most important role for the Afternoon Tea! Not only will you be setting the table, but you will be a *hostess* – helping those at your table feel comfortable and seeing to it that they are included and made to feel welcome! The Holy Spirit will be there, so sit back and watch Him work through you (it's a joy to behold)!

Think pretty, coordinating tablecloth and dishes to your tastes! Be creative! If you do not have many dishes, partner with a friend or friends and do a table together! ***Please, no paper or plastic for this event.*** Thanks.

If you have **ANY** questions, **PLEASE** feel free to contact Stephanie Brazier at 310-980-5869 (cell) or stephgillaspie@hotmail.com.

Here is what you will do:

- ◇ Bring the items below to set your table. You may wish to bring large boxes or laundry baskets ***labeled with your name*** for transporting your things (these will be kept in the Powerhouse Room when not being used or under your table – your preference). Please do keep in mind that you will be transporting *dirty* dishes and linens home.
- ◇ Come Friday evening around 5 pm (preferred) or Saturday morning ***no later than noon*** to set your table (it takes longer than you think it will).
- ◇ Clean up your table after the event.
- ◇ Take all your items home *dirty* to clean them at home.

Bring the following to set your table:

- ◇ ***Tablecloth*** to fit a 60-inch round table. **NO PAPER OR PLASTIC PLEASE.** This means a 120-inch or 90-inch (at a minimum) round tablecloth so it will drape. A clean non-worn King-sized sheet works well on this size table (perhaps with a pretty square or round tablecloth used as a table topper over the sheet). You may prefer to rent a tablecloth (this may be done inexpensively at any party rental store in your area – Premiere Party Rentals in the one closest to the church – then you don't have to launder it after the tea (a big plus in my book!)).

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- ◇ **Napkins.** NO PAPER PLEASE. Eight (8) cloth napkins that coordinate with your dishes/table design. Again, you can rent these. You may want to bring a few extra for spills, etc.
- ◇ **Teacups and saucers.** NO MUGS PLEASE. You might choose a matching china or stoneware set, or you can opt for unmatched but similar cups, etc. for that "Shabby Chic" eclectic style.
- ◇ **Lunch or dessert-sized plates.** NO PAPER OR PLASTIC PLEASE. Eight (8) plates matched or unmatched as above *plus* a small one for butter.
- ◇ **Spoons, forks, and knives.** NO PLASTIC PLEASE. Eight (8) spoons, forks, and knives that may be small butter spreaders, dessert forks, demitasse spoons or regular-sized cutlery *plus* a butter knife.
- ◇ **Teapot.** One (1) or two (2). If you have more, please bring them for other tables. Any and all tea cozies are welcome (if you have them).
- ◇ **Cream and sugar set.** One (1) set and one (1) sugar spoon.
- ◇ **Small, pretty bowls.** Two (2) or three (3) small bowls that coordinate with your tableware for cream, jam, and other condiments and **small serving spoons** for those bowls. If you have extras that are somewhat generic and you could bring for other tables that would be great!
- ◇ **Water goblets or glasses.** Eight (8) glass goblets or glasses (I do *not recommend* bringing your good crystal, but it's your call) – we will be offering iced tea, lemonade and water. If you have extras that you could bring for other tables, that would be marvelous, simply marvelous!
- ◇ **One small centerpiece** of some kind to coordinate with your table (you'd be surprised at how much room all the china and silver take up!). A LOW, SMALL, fresh flower arrangement or some other kind of centerpiece. Just keep it low so that everyone at your table can see and talk to each other.
- ◇ Any other extra things you may want to use (like confetti, ribbons, etc.) to decorate your table. **No candles please!** They might get knocked over!

If you do not have one or two of the items above, **DON'T LET IT STOP YOU FROM BEING A HOSTESS!** There are several of us that are willing to lend dishes, etc. as long as you pick them up, set them up, clean them up, and return them!! Please contact Sarah and she'll help hook you up with someone who might have extra's.

If you do bring extra items to share with other tables, please **label** them with your name so that they will make their way back to you. This really goes for anything that you think might be out of your sight during the tea!

Table hostesses do NOT need to bring a food item unless they wish to!

We cannot wait to see your creative spirit flow!

Again, if you have **ANY** questions, **PLEASE** feel free to contact
Stephanie Brazier at 310-980-5869 (cell) or
stephgillaspie@hotmail.com.

THANK YOU, THANK YOU, THANK YOU, THANK YOU!!!