

CHRIST CHURCH HOSPITALITY COMMITTEE

Event Summary

**Bishop's Visit Reception/Ordination Reception**

	2005	2006
Mission	Fellowship and Celebration	
Date and Time	11/06/05; 11am	
Place	McClain Room	
Size of Group	200	
Staffing	Taft, Lumpp, Woodhead	
Free Will Offering	No	
Child Care	Regular Sunday staff	
Flowers	Yes, Marjorie Valentine brought arrangement from Centennial Dinner	
Vendors Used	Scandia, Costco, Party City and Grand Foods	
Supplies Used	Punch Bowls, Small Plastic Cups, paper coffee cups, trays, plastic cake plates, white cocktail napkins with logo, white cloths on all tables (including hallway & sideboard in McClain room)	
Menu	<p><b>Scandia:</b> 200 assorted tea sandwiches (cucumber, ham, chicken and egg salad)</p> <p><b>Grand Foods:</b> 2 small fruit trays, 1 small cheese tray, 6 doz Krispy Kremes, half &amp; half, milk, Centennial 2 layer sheet cake</p> <p><b>Costco:</b> 3 boxes quiches, 3 bags bagel dogs, apple juice</p> <p>Volunteers baked 9 doz cookies</p>	
Budget		\$200.00
Cost (Itemize)	<p>Grand Foods \$190.03</p> <p>Costco \$78.75</p> <p>Party City \$73.84</p> <p>Scandia ?</p>	
Comments	<p>Sandwiches delivered at 9am on Sun</p> <p>Need more bagel dogs next time</p> <p>Make 3x punch recipe</p> <p>Bring tongs or serving pieces for fruit</p>	