

## **Explanation of Refreshments Provider**

Please bring some "finger-food" snacks (veggies & dip are always good). Maybe some crackers & cheese, fruit, etc. Try to stick to something healthy. Bring the food with some sort of bowl or platter so it's laid out attractively (or, you may use a bowl or platter that is in the kitchen or in our storage cabinet).

Bring a few choices of drink (sodas or juices or even bottled water would be nice—people may purchase alcohol after the meeting at Karl Strauss). Usually, one person will bring the food and another will bring the drinks. Divide up the responsibility however you'd like. Bring just enough to feed small portions to about 20-25.

Napkins, cups, plastic-wear and paper plates are available in our supplies cabinet, located inside the storage room behind the sound stage.

Before the meeting begins, lay out your supplies and refreshments on the tables provided near the entrance, or in the back dining area. Use one of our plastic table cloths (located on top of storage cabinet) to throw over the refreshment table until it is time for us to take our break.

After the meeting, please take any remaining refreshments home, give them away, or, if not perishable leave leftovers in the storage cabinet or in the kitchen refrigerator.