

# Welcome Hostesses

*"It Is Well With My Soul: Worshipping Our Prince of Peace"*

2019 Women's Christmas Dinner

Friday, December 6<sup>th</sup> and Saturday, December 7<sup>th</sup>

Thank you for making this year's dinner possible. We appreciate your willingness to serve Red Mountain Community Church and your sisters in Christ. This packet is filled with all the information you'll need to help make this year's event free of stress and full of grace. *Please read it over carefully* and if you have any questions or concerns that isn't clearly addressed within it, don't hesitate to contact me directly.

Thank you again,

Shelley Kunert

(480) 229-2938 call or text

[hostess@rmcchurch.org](mailto:hostess@rmcchurch.org)

"Each one of us should use whatever gift she has received to serve others, faithfully administering God's grace in its various forms." 1 Peter 4:10

## Dates to Remember!

Sunday, November 10<sup>th</sup>: TICKET MONEY DUE Finalize the number of tickets you would like to reserve for your table. The *money for these tickets is due* before tickets go on sale to the public.

Thursday, November 14<sup>th</sup>: IMPORTANT HOSTESS MEETING There will be a hostess meeting at 7pm in G-4. ALL HOSTESSES are strongly urged to attend. There will be new information and procedures to communicate about the dinner since we will be enjoying our newly remodeled gym building! We will spend time talking about the heart of a hostess, going over how the weekend will flow and answer any questions you may have.

### Day of the Dinner Time Table for Hostesses:

8am to 12pm: set your tables, dine on a light breakfast provided, chat with friends around the room

12pm to 5pm: Relax (nap) and get yourself ready for dinner

5:30pm: Meet in gym to fill sugar/creamer, do last minute touch ups to table

5:45pm: All hostesses meeting for final instructions and a brief prayer for the evening.

6pm: Fill cream and sugar containers, light candles, turn on lights, stand by your table (ready to greet guests)

6:15pm: Doors Open! Stand by your table at stage side chair and warmly welcome guests as they arrive. Introduce yourself to new guests at your table. Encourage them to wander room and admire other tables and enjoy the appetizers. Answer questions about your own unique table. SMILE!!!!

# QUESTIONS FROM A HOSTESS

## 1. When is the Christmas Dinner?

Friday, December 6<sup>th</sup> and Saturday December 7<sup>th</sup> 2019

## 2. Do I have to hostess both nights?

No. Please choose the evening that works best for you. You may, however, hostess both nights if you like. (Please note: You will only have to buy your own ticket for 1 night - second night is FREE!)

## 3. What does a hostess do?

A hostess sets a table for 8 or 9, beautifies the table with a short centerpiece, welcomes those who are seated at their table, and makes sure everyone at their table has what they need during the evening.

## 4. How much time will this take?

Plan on 2 hours, plus the time of the dinner and program. One hour to set your table in the morning, and one hour prior to the door's opening for a quick hostess meeting and last minute preparations. There is also some time in disassembling your table after the dinner, but that should be no more than 30 minutes.

## 5. What is the purpose of the Women's Christmas Dinner?

Our primary purpose of the Christmas Dinner is outreach (Matt 22:39). And to practice hospitality (Romans 12:13). We want an event that our members can bring friends and family to that is welcoming, beautiful, and delivers the true message of Christmas.

## 6. When do I need to purchase my tickets?

We need the hostess to pay for her tickets prior to ticket sales so that we can know for sure how many available seats we have available to offer for public ticket sales.

You can purchase your tickets when you sign-up to hostess, which begins online September 29<sup>th</sup> or in person Sunday, Oct.13<sup>th</sup> and 20<sup>th</sup>, with all money being due by Nov. 3<sup>rd</sup>. If you no longer need all the tickets you have purchased, please let Jeanetta Meister know prior to Nov. 3<sup>rd</sup>, again, so we can have an accurate number of tickets to sell to the general public. You may pick up your tickets at the hostess meeting or on the patio when tickets go on sale Sunday, Nov 17<sup>th</sup>, or other arrangements can be made through the office.

## 7. How much are the tickets?

Tickets are \$25 each. Please note this is not a fundraising event. We only charge enough to cover the cost of rentals, food, programming, etc.

## 8. How many tickets can a hostess buy?

Hostesses have a special benefit to pre-purchase tickets for their table. We encourage hostesses to limit their purchase of tickets at their own table to 4 (5 if setting for 9) in order to ensure there are tickets available to sell to the general public. You may buy your entire table in order to be able to minister to women as the Spirit leads you. We just ask that you please remember the primary purpose of this event is outreach. The hostess must pre-pay for any tickets they wish to reserve at their table at the time of sign-up. If not paid in full by Nov 3<sup>rd</sup> tickets WILL be released for sale to the public.

## 9. What is the theme of this year's Christmas Dinner?

"It is Well with My Soul: Worshipping Our Prince of Peace" This does not mean you must decorate your table to match our theme. It is your choice. We love the variety that is displayed every year!

## 10. What should I do for a centerpiece?

We encourage the use of flameless candles (battery operated) for this event. Please, no open flame candles (such as tapers or pillars)! Only candles in hurricanes or votives with 2 inch clearance above wick will be allowed. Flowers, evergreens, nativities, or anything that would bring the theme to mind would be appropriate. Be creative with items you already have; do not feel you have to go buy anything new.

NOTE: Centerpieces should be no more than 14" high to allow for cross-table conversation and unobstructed view of the program.

**11. How big is the table?**

The tables are 72" round. This leaves approximately a 30" diameter of area available for the centerpiece.

**12. What color is the tablecloth?**

Black (only used for underlay.) You will need to provide an overlay at least 72"!

**13. What is a table topper?**

An at least 72" round or square piece of cloth set under the centerpiece and dishes. Its main function is to protect the tablecloth from stains and spills since we reuse the tablecloths from Fri. night to Sat. night. We do not have time to dry clean them between nights. In addition, it can also be a great enhancement to your overall color scheme/theme.

**14. When can I set my table?**

The church will be open on Friday and Saturday mornings at 7:00am. The tables need to be set no later than 12:00 noon on the day of the dinner. We also have a Thursday night option for Friday night hostesses. Please call Shelley to arrange.

**15. Why should I have my table set so early?**

It eases the minds of the "stressed" out committee members to know that the tables are ready to go for the evening. In addition, it gives you an opportunity to add last minute items to the table, such as forgotten items (salt & pepper shakers), etc. if you want.

**16. How can I get my stuff from the car to the table?**

We will have handcarts and wagons available in the foyer. If you need additional help unloading, any committee member is more than happy to help unload.

**17. Where can I put my extra boxes, etc. after I've set my table?**

You will be assigned a classroom to store all boxes, extra items, for efficient clean up after the dinner. Your table number will be marked on tables then store your items underneath. Laundry baskets with 2 handles are easiest!

**18. How do I know which table is mine?**

There will be a listing of hostesses and tables just as you enter the gym on a huge board. A MAP so to speak. Also, Shelley will have a master list and will be there to help you.

**19. When do I need to arrive for the dinner?**

Please arrive, dressed and ready to go for a mandatory hostess meeting and prayer at 5:30pm. We will give last minute instructions, and you will have plenty of time to get coffee, water, etc. prior to the doors opening at 6:15pm.

**20. What should I wear?**

As this is a candlelight atmosphere, dresses or dress slacks with tops are appropriate attire. DRESSY CASUAL ATTIRE-This dress code calls for a just slightly dressier version of your most casual look.

**21. When and where can I sign up?**

September 29<sup>th</sup>: Online at [rmcchurch.org/women](http://rmcchurch.org/women)

October 13/20: On Sunday on the patio of Life Center

October 15/22: On Tuesday in the lobby at Women's Bible study

Other important dates:

November 10- hostess reserved ticket payment DUE

November 14- Hostess meeting

November 17- Tickets sales to the public begin

# Dinner Service Checklist

## REQUIRED ELEMENTS:

- 1 – 72” round tablecloth or 74” wide square material will do
- 1 – Centerpiece, **no more than 14” high**
- 1 – Filled salt & pepper shaker set
- 1 – Unfilled creamer & sugar set & spoon (these will be filled just before the dinner)
- 8 (or 9) dinner plates (NOT plastic or paper), dinner only –no need for salad or dessert plates, they will be served pre-plated.
- 8 (or 9) water glasses (no plastic)
- 8 (or 9) coffee mugs or tea cups & saucers
- 8 (or 9) silverware sets: dinner fork, knife, spoon, dessert fork; coffee spoon optional (no plastic)
- 8 (or 9) cloth napkins
- No paper or plastic dinner service items.

## OTHER IMPORTANT NOTES:

- **NO personal gifts at dinner, please!** This includes cards, candy, personal or any homemade items, anything that someone could walk away with. We know this feels like a silly rule, and as much as we love your heart in wanting to provide something extra special for your guests, there have been hurt feelings in the past where some people get special items that not everyone gets. We just want everyone to have an opportunity to have the same experience. Place cards are acceptable.
- **In lieu of gifts, you will have an opportunity to present your guests with information about the group Christmas Blessing.** On behalf of our valued guests, Red Mountain Women’s ministry presents a financial gift/donation to an organization every year. The selected organization will be presented by Hallie during the program.
- **You will be bringing home dirty dishes.** You can prepare for this by bringing some old towels to wrap your dirty dishes in, or separating them with paper plates for protection. Your silverware will be collected in a plastic ziplock bag which we will provide.
- **Table space awareness.** When planning your table centerpiece please keep in mind there will be other elements (which we will provide) on the table that can take up a small amount of space such as your table number, tea caddy, and a bread basket.
- **Unique table styles.** The tables will vary greatly in style, some very simple and some extremely ornate. What makes this event so beautiful is the eclectic uniqueness and individuality displayed in each table, reflecting your own beautiful personalities. Your table is uniquely YOU and absolutely perfect!
- **Share on Social Media using #RMWCD**