



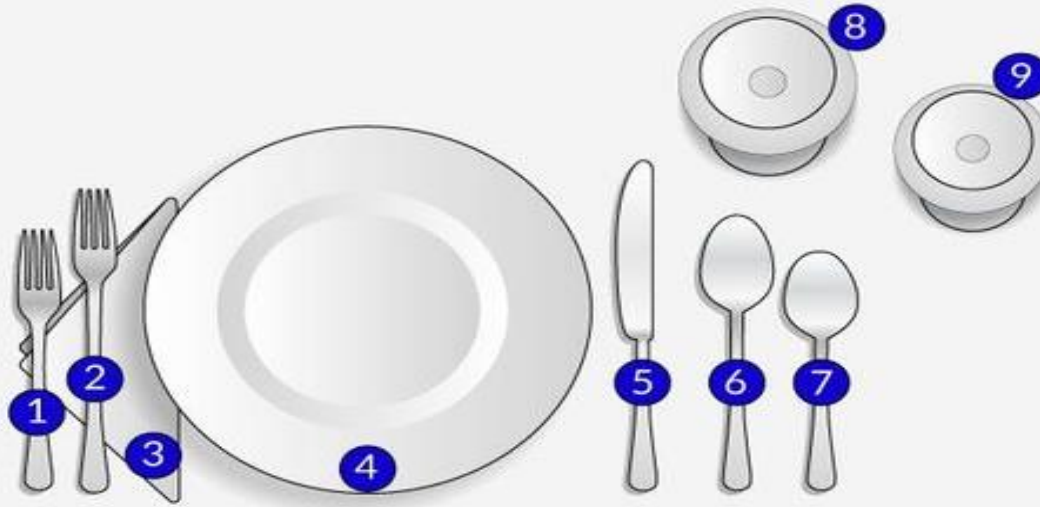
Table Set-up and Food Manner



Bent Pine Training Video

Table Setting Guide

Informal Place Setting

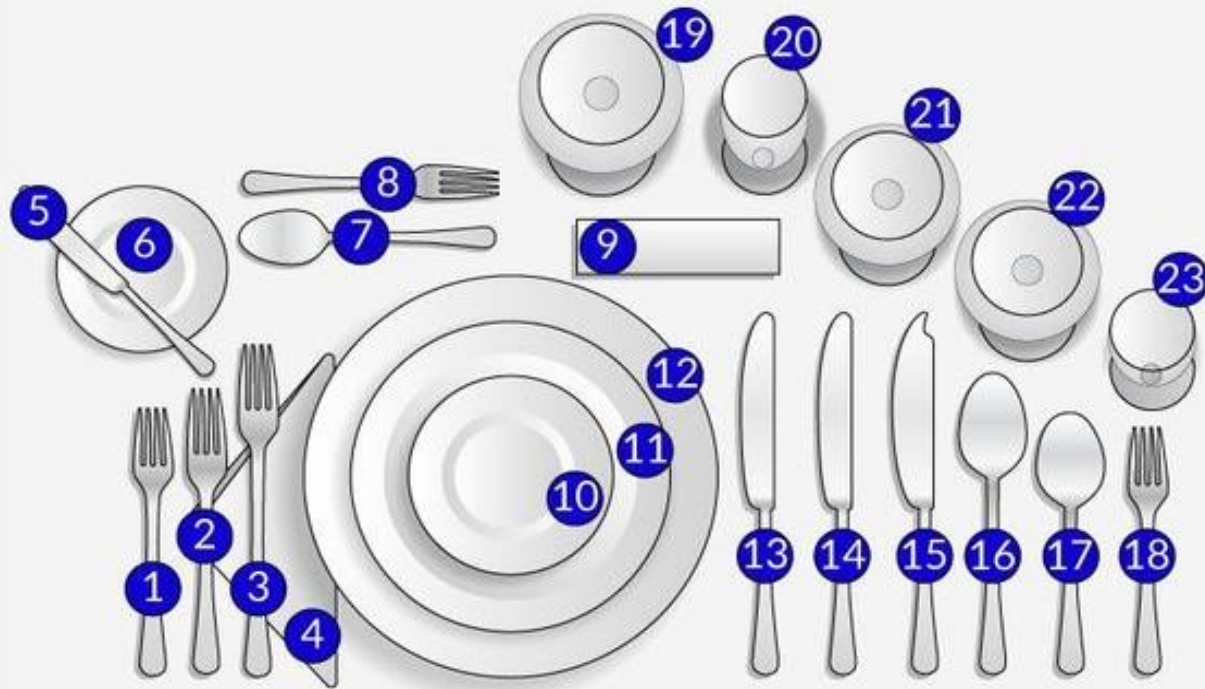


1. Salad Fork
2. Dinner Fork
3. Napkin
4. Plate
5. Dinner Knife

6. Dinner Spoon
7. Soup Spoon
8. Water Glass
9. Wine Glass

Table Setting Guide

Formal Place Setting



- | | |
|-------------------|----------------------|
| 1. Salad Fork | 13. Salad Knife |
| 2. Fish Fork | 14. Meat Knife |
| 3. Dinner Fork | 15. Fish Knife |
| 4. Napkin | 16. Soup Spoon |
| 5. Butter Knife | 17. Dinner Spoon |
| 6. Bread Plate | 18. Seafood Fork |
| 7. Dessert Spoon | 19. Water Goblet |
| 8. Dessert Fork | 20. Champagne Flute |
| 9. Place Card | 21. Red Wine Glass |
| 10. Salad Plate | 22. White Wine Glass |
| 11. Soup Bowl | 23. Sherry Glass |
| 12. Service Plate | |

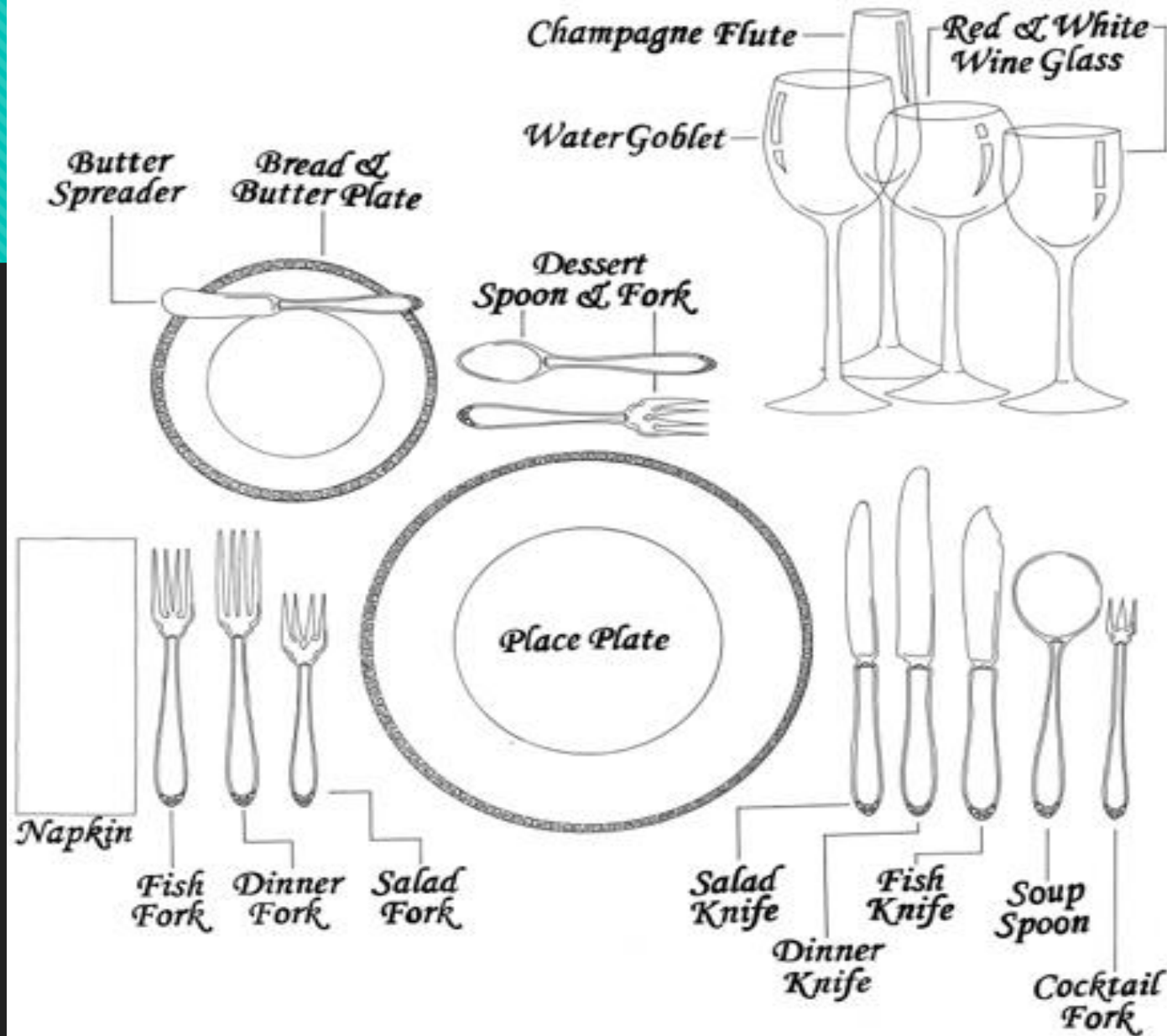


Table Setting Guide

Formal Table Setting Steps



Before the First Course

1. Everyone begins eating a meal by using the flatware at the outside right and left, and then work toward the plate during the meal.
2. Glassware is placed to the right and above the dinner plate.
3. Bread plates are placed to the left and above the dinner plate.
4. Flatware aligns with the bottom rim of the charger (a large plate which is removed when guests place their napkins on their laps).

Formal Table Setting Steps

Soup

1. Soup arrives in a heated soup dish placed on a dinner plate. It is eaten with a soup spoon, which is found at the far right.
2. Guests lay their spoons, bowls up, across the upper righthand corner of the plate to signal they have finished eating. The plate, bowl, and spoon are removed (the bread plate remains).



Formal Table Setting Steps



Fish

1. A mid-sized plate is used to serve the fish course. The fork on the outer left (short, broad fork) and fish knife (at the outer right) are used.
2. Once finished, guests signal they are done by placing the flatware used for the course diagonally across the plate (with handles at 4:00 and knife blade facing in).
3. The plate and flatware are removed.

Formal Table Setting Steps

Main Course

1. A dinner plate is brought to the table (either with food already on it, or empty if food will be served at the table).
2. The plate should be preheated unless the main course is served cold.
3. The guests use the dinner knife and fork. As with previous courses, when diners signal they are finished, the used plates and flatware are removed.



Formal Table Setting Steps

Salad



1. Salad is served on a midsize plate brought to the table next. The remaining fork is used. The salad fork has a broader end tine that can be used for cutting.
2. Upon completion of this course, the wineglasses, butter knife, and bread plate are removed along with the salad plate and fork.

Formal Table Setting Steps

Dessert

1. A small plate arrives along with a coffee or teacup and a teaspoon. The cake fork and dessert spoon were placed across the top of the setting prior to the meal's beginning – with fork tines facing right and spoon bowl facing left.
2. The water glass is the only remaining stemware.



Top 10 Table Manners

Before the Meal

1. Place your napkin on your lap.
2. Keep personal items (including smart phones) off the table.

During the Meal

3. Wait until all guests are served and the host begins eating before you begin eating.
4. Understand the table setting - use the "outside-in" rule.
5. Hold your utensils in the Continental style.

6. Chew with your mouth closed.
7. Always pass the salt and pepper together.
8. If an item is not being passed to a specific person, pass food from left to right.

After the Meal

9. When finished eating, position your silverware to tell the server you are done.
10. Fold your used napkin and place it to the left of your place setting.

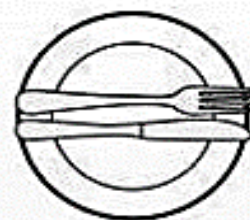
The way you place your utensils on the plate sends a message to the waitstaff.



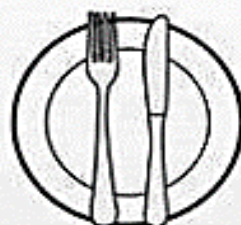
PAUSE



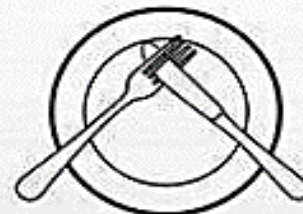
READY FOR SECOND PLATE



EXCELLENT

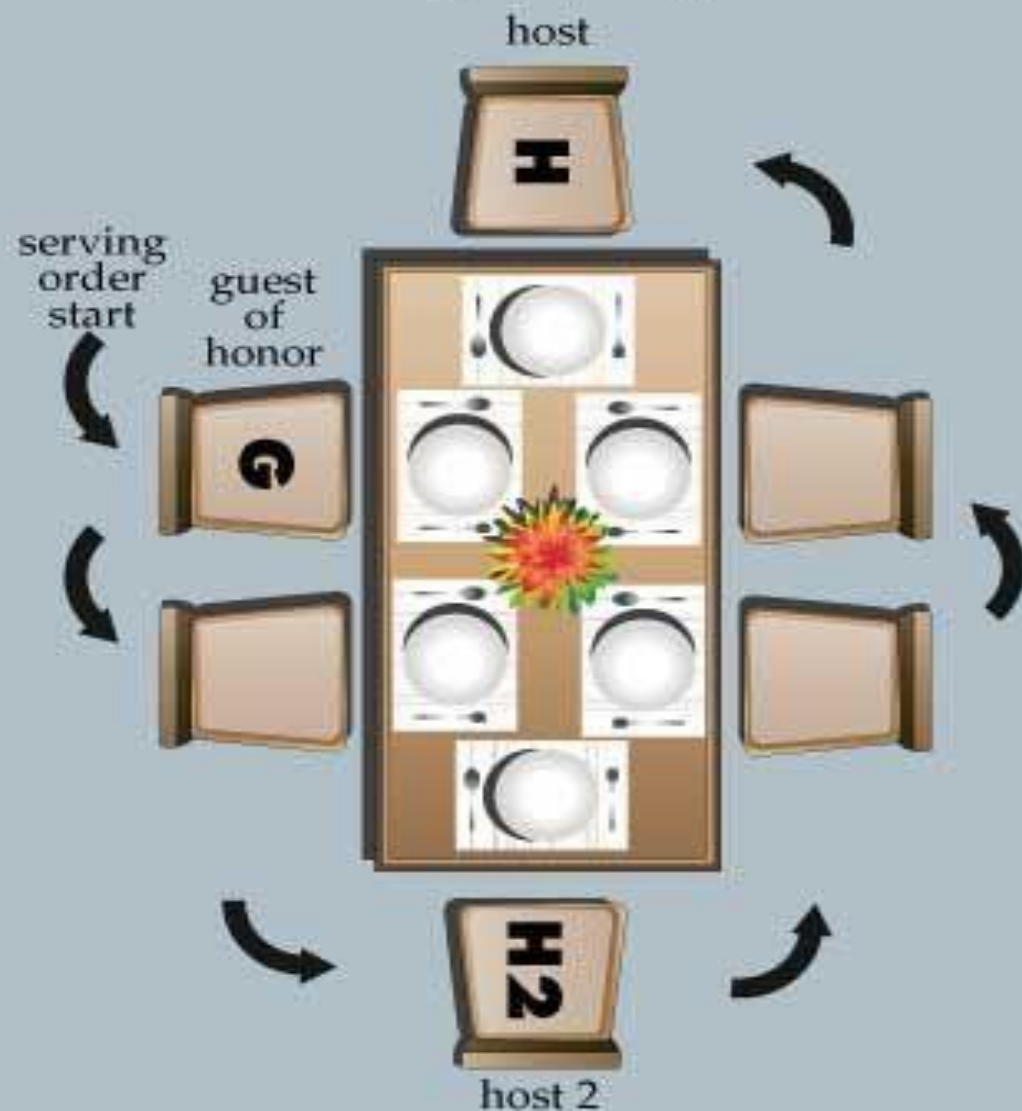


FINISHED



DO NOT LIKE

Seating Etiquette



Serving Etiquette

present food
on diner's left

remove items
on diner's right

