

# **Thank you for hosting a Shabbat Shira & Tot Shabbat Kiddush!**



Shabbat Shira begins at 9:45 a.m. in the Chapel. Tot Shabbat begins at 11 a.m. in the Education wing. The Kiddush is held together in the Chapel kitchenette around noon.

## **Please plan for 50-60 people. A typical Kiddush includes:**

- 3-4 dozen bagels (sliced) and 36 oz. cream cheese (or 3 dozen bagels with rye bread or crackers)
- 2 large fruit platters
- 1 veggie platter
- 4 side items (such as hummus, couscous, tuna salad, egg salad, sliced cheeses)
- 4 varieties of sweets/desserts (cookies, brownies)

## **The Kehillah provides:**

- Wine and Juice (in the refrigerator if bottles are already open)
- 2 loaves of Challah (on the counter)
- Tablecloths, serving trays, challah cover, cups, paper goods, and eating and serving utensils (in kitchenette cabinets and drawers)

## **Before Services** (please arrive by 11 a.m. to set-up):

- Please contact the office during office hours for key/lockbox information
- Pour wine into large Kiddush cup, fill 30 tiny cups with wine and 25 with juice, and place on serving table
- Put tablecloths on tables in the kitchenette for food service and 2 for sitting
- Fill 2 pitchers above the sink with filtered water from the sink (with filter 'on'), and put in refrigerator to chill
- Put out plates, cups for drinks, and napkins (in kitchenette cabinets)
- Put out forks, knives, or spoons if needed (in upper cabinet to right of sink)
- Put out serving utensils for all food other than cookies (in drawer to left of the sink)
- Place wrapped challahs on challah board with challah cover and salt shaker

## **During Services:**

- Please participate in the service
- Unwrap challah just before the end of the service (to keep them fresh)—one is cut and distributed; the other may be sliced for Kiddush
- If we have a larger than expected gathering, the Kiddush/Oneg Committee will assist you

## **During/After the Kiddush:**

- Clean up food, wash and dry serving trays and utensils, and wipe counters
- Return all serving trays and utensils to their storage places so the drying rack is empty
- Take home all uneaten food (plastic wrap is in the cabinet to the left of the refrigerator)
- If tablecloths are dirty, please take them home, launder them, and return prior to the following Friday
- Lock all doors and return the key to the lockbox before you leave

A member of the Kitchen Committee will be available for guidance.  
For help in advance, please call Kathy Soule at 919-933-3245 or cell 919-259-9088.

**Thank you for making our Kiddush a lovely and special event. Your efforts are greatly appreciated!**