

RECEPTION SET-UP

We set up tables for the receptions and unload all the supplies we'll need for two concerts. It involves a little lifting, but most of the work is pretty "lightweight."

Provide phone # in case of changes!

Be at Reception Hall:

- Saturday: 1 Hour Before “Call”
 - Sunday ½ Hour Before “Call”

SATURDAY

SUNDAY

RECEPTION CLEAN-UP

(Saturday clean-up usually includes partial set-up for Sunday)

It doesn't take that long and you can get to know some of your fellow choristers in the process. Many hands make light and quick work!

SATURDAY

SUNDAY

If you can't make something, please consider giving us the money you'd spend on "store-bought" and we'll get something via our charitable discount at *Diane's Fine Desserts* and/or other places.

FINGER FOODS -- SATURDAY

Providing finger foods for receptions is a great way to show NCS hospitality to our concert guests (and to each other!). For example: bring a tray of finger sandwiches, a plate of brownies or cookies, or some crackers and cheese.

FINGER FOODS -- SUNDAY

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If you can't make something, please consider giving us the money you'd spend on "store-bought" and we'll get something via our charitable discount at *Diane's Fine Desserts* and/or other places.

PUNCH SERVERS

Serving punch is a great way to get to know our audience. Punch servers mix and serve punch during the reception. It's a great way to socialize with our guests.

SATURDAY

Name

SUNDAY

Name

Reception Hall Monitors

Do you know of a friend or family member who might be willing to help us out, in exchange for a ticket to one of our concerts?

The monitor generally watches over food, purses, etc., during the first half of the concert; then uncovers dishes and mixes punch during the second half.

SATURDAY

Name	Phone #	Email Address

SUNDAY

Name	Phone #	Email Address

PUNCH – Saturday

Note: Punch recipe is in the *NCS Handbook*. Bring a gallon container of mixed juices & tea, plus a 2-liter bottle of carbonated mixer and place under one of the tables near a punch bowl.
It's as easy to make two batches of punch as it is to make one!

PUNCH – Sunday

Note: Punch recipe is in the *NCS Handbook*. Bring a gallon container of mixed juices & tea, plus a 2-liter bottle of carbonated mixer and place under one of the tables near a punch bowl.
It's as easy to make two batches of punch as it is to make one!

ICE RINGS – Saturday

We need a total of 9 ice rings per performance.

ICE RINGS – Sunday

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INSTRUCTIONS FOR ICE RINGS

Please make ice rings in a Bundt or tubular pan and bring them in a water-proof container within a cooler, if possible.

Since they have to go in a cooler anyway, consider when you sign-up that six or so would probably fit in an average size cooler. . .

Thanks, and happy freezing!

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