



JoAnna Minneci
Chef/Owner

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I'm Ready for Your Party... Are You?

If this is your first time having a Chef come to your home to cater your event, here's some information to make you more comfortable, and to help you know what to expect when I come over. I will take care of everything: Planning, Shopping, Preparation, Cooking, Service and Clean-Up. All you need to do is give me a kitchen where I can cook!

Timing: I make everything from scratch, in your home, so I will be onsite several hours before your event in order to prepare all the food ...approximately three- or four hours before service... depending on your menu, and the size of your kitchen.

Service of a four- or five-course meal usually takes about 1 1/2 hours; a buffet-style dinner can take more or less, depending on the dynamics of your group.

If everything goes smoothly, I will be finished doing all the dishes and loading my truck about 1 1/2 hours after dessert is served. This will vary with the number of guests and how many people are working with me.

Groceries: I will typically purchase all the ingredients necessary to make everything we agreed upon. If necessary, I may also use some of your pantry items, such as oil, vinegar, sugar, eggs, flour, etc.

Staff: All kitchen staff will wear full chefs uniforms, environment permitting. All service staff will wear whatever uniform you request:

- **formal uniforms:** white shirt, black tie, black pants, black shoes and a full-length black apron
- **casual uniforms:** white polo/golf shirt, khaki pants and a half-length (waist to knee) white apron
- **custom uniform:** Servers can wear a company-logo shirt that you provide or a specific color of shirt.

Kitchen Equipment: I bring my own knives, and all the tools & utensils I'll need. I often use your cleaning equipment, wraps & foils and I may borrow your mixing bowls, and/or pots & pans if needed

Service Equipment: I have several types of service equipment, including matching china platters, chafing dishes, marble cheese boards, bread baskets and more, all available for rent as needed. I can also provide chairs, tables, tablecloths, china, flatware, stemware, candles, flowers, and coffeepots. Just let me know.

May I please ask that you take care of these few preparations before I arrive:

- Please **remove all your household dishes**, glasses, silverware and pots & pans from the sink, dish drainers and the stove.
- Kindly **remove any fragile, heirloom or keepsake items**, as well as countertop decorations so they won't be damaged and to free up work space.
- Please **consolidate the items in your refrigerator** and freezer so that I'll have space to store your food safely.
- **Please empty your dishwasher before I arrive.** If the machine is empty, we will rinse your dishes, load them into your machine, add the soap and start it. (Otherwise, I'll stack rinsed dishes by the sink.) If dishes/crystal must be hand-washed, additional fees apply.

Please also refer to my other party-planning checklists, found at [http:// http://ChefJoAnna.com/planning.html](http://http://ChefJoAnna.com/planning.html)

If you have any questions or concerns, please don't hesitate to contact me!