

FREE FAMILY RESOURCE

Repast Planning Quick-Start

Start with these seven decisions. You can ask someone you trust to help.

- ☐ Choose one coordinator and a backup.
- ☐ Confirm service time, travel time and reception location.
- ☐ Estimate adults, children and a realistic guest range.
- ☐ Set a spending limit before requesting quotes.
- ☐ Choose the meal style and ask about dietary needs.
- ☐ Confirm food portions, delivery, equipment and safe holding.
- ☐ Assign setup, serving, leftovers and cleanup by name.

Coordinator / phone

Date / venue / guest range

Spending limit / next call

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Your next three calls

Write the answers down and ask for written confirmation.

The Complete Funeral, Repast & Celebration-of-Life Planning System adds connected worksheets, fillable pages and working Excel food and budget calculators. Visit inlovingmemorycatering.com to ask about the complete system.

Need help with the meal? In Loving Memory Catering provides repast and celebration-of-life catering. Request availability through www.inlovingmemorycatering.com. Catering is a separate service.

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Venue: access, capacity, catering rules, cleanup deadline

Caterer: servings, inclusions, final count cutoff, all-in price

Helpers: task, arrival time, backup contact
