



# LINCOLN

## RECEPTION CENTER

Thank you for choosing the Lincoln Reception Center for your gathering. You have chosen to bring your own food and drink in for this event. The LRC will provide Tables, Linens and Skirted tables for your food. The LRC does not provide a stocked kitchen. Due to local government regulations, food must be prepared prior to arrival. To ensure your event runs smoothly we have compiled a list of items you may need for your gathering. Please use this check list for your event. If you have any questions please ask. Thank you.

### **Checklist:**

- Utensils (forks, Spoons, Knives)
- Serving Spoons and Tongs
- Plates, dessert plates
- Bowls
- Cups
- Napkins
- Serving dishes
- Food storage containers, Aluminum Foil, Plastic wrap
- Paper Towels
- Pitchers
- Chafing dishes and butane canisters
- Food
- Drinks ie: Soda, water, tea and coffee
- Coffee Maker
- Dish soap
- Dish towels/cloths
- Can opener
- Blender
- Cutting Boards/Knives