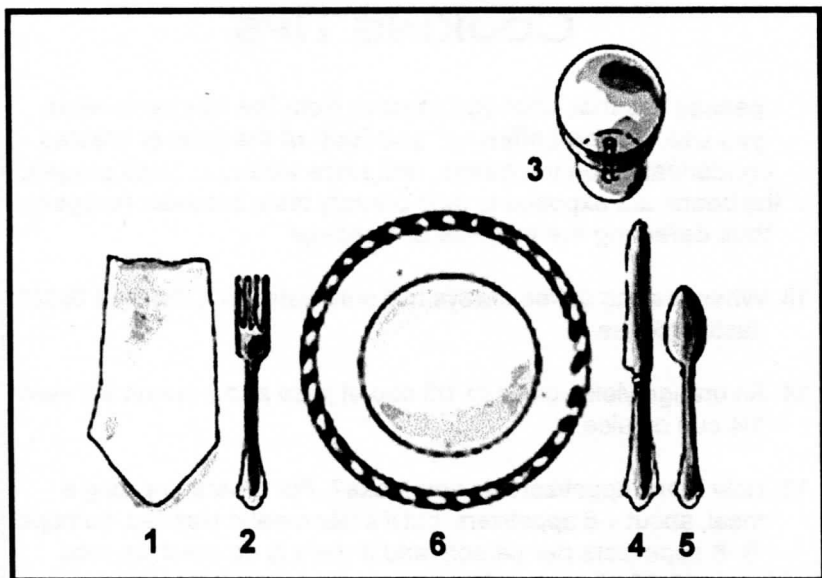


# BASIC TABLE SETTING



## Table set-up for a simple meal

- |          |               |         |
|----------|---------------|---------|
| 1 Napkin | 3 Water glass | 5 Spoon |
| 2 Fork   | 4 Knife       | 6 Plate |

Place the silver about an inch from the edge of the table. Place knives, forks, and spoons in the order of their use. Knives are placed at the right of the plate, with cutting edge turned inward. Place the spoons, bowls up, at the right of the knives. Place the forks, tines up, at the left of the plate.

## BASIC RULES FOR SERVING YOUR GUESTS

- \* All food is served from the left.
- \* All beverages are served from the right.
- \* Serve women, older persons, and children first; in a group of women and men, begin with the person to the right of the host and proceed clockwise.
- \* Clear dishes from the right.
- \* Do not stack or scrape dishes in front of a guest.