

## **Instructions for Coffee hour (Fellowship Hour) (Sundays, from 12:00 to 1:00pm).**

If you have names, you want listed in the bulletin that Sunday, please contact the: church office by the Wednesday before at, [office@peterpaulpotomac.org](mailto:office@peterpaulpotomac.org) or call 301-765-3400, with your names for the Health Of and/or in Memory Of.

### **You have three choices for the coffee hour:**

- 1.** Bring your own food and drinks. The suggested minimum items needed are listed below, however, you may substitute equal quantities or products of your choice. Donuts and bagels can be bought at Giant or Safeway for about \$7 per dozen. Please bring your table cloth covers for three 8 Ft long tables, paper products and plastic serving tongues. You will also need to pay by check or pay online \$25.00 for coffee and cups.
  1. Eight (8) dozen donuts cut in half
  2. Three (3) dozen bagels cut in half
  3. Three (3) pints of cream cheese
  4. Three (3) gallons of juice (orange juice, apple juice, fruit punch)
- 2.** The church will arrange the coffee hour in your behalf at a cost of \$175, pay by check or online \$175.00. Food and pastries are provided by the church supplier Soft Stuff, and drawn from the church inventory. However, it may not include the items listed above in full or in part. Please remember, you are still required to do the setup and then, cleanup once the coffee hour is over.
- 3.** Hire the Kogok Hall Manager, George Rados to provide finger food, zataar bread, etc. for a standard price. Contact him directly to arrange menu and prices at (301) 502-1959 or [gmrados1961@gmail.com](mailto:gmrados1961@gmail.com)

### **Important:**

It is the responsibility of the hosts to set up the food in the kitchen on trays, and also to prepare the coffee. If you would like to have milk or half-and-half for the coffee you need to bring it, a half-gallon is plenty. Otherwise, powdered cream can be substituted. In order to do this efficiently, it is essential that you arrive at church no later than 10:00 am, on the Sunday that you host. The hosts are also required to clean up once coffee hour is over. If you do not know how to prepare the coffee, or have any questions, please ask any of the ushers for help.

Thank you for your generosity.