Simply Happy Foodie

THE HOST GUIDE

Hosting Friendsgiving Made Easy

A relaxed plan for a potluck meal with friends.

START WITH THESE FOUR THINGS

1 Invite & count

Get an estimated headcount and ask about food allergies or dietary needs.

2 Assign categories

Ask for a main, stuffing, sides, something fresh, appetizers, and desserts.

3 Plan the kitchen

Check what needs an oven, fridge shelf, outlet, or last-minute prep.

4 Set a serving time

Tell guests when food should arrive and when you plan to eat.

A BALANCED POTLUCK MENU

- [ ] **Main dish**
  Turkey, ham, or another centerpiece
- [ ] **Stuffing / dressing**
  One option is usually enough
- [ ] **Potatoes**
  Mashed or scalloped
- [ ] **Vegetable side**
  Green beans, carrots, or corn
- [ ] **Something fresh**
  Coleslaw, fruit, or salad
- [ ] **Appetizers & bread**
  Dip, cheese ball, rolls, or biscuits
- [ ] **Dessert**
  Pie, bars, cake, or cheesecake
- [ ] **Drinks & extras**
  Water, ice, napkins, and take-home boxes

WHAT CAN THE HOST COVER?

Often the host provides the main dish or drinks, plus plates, utensils, ice, and a place to set out food. But every Friendsgiving is different: agree on responsibilities early.

Browse all Friendsgiving Potluck Recipes

New: Classic Buttery Herb Stuffing

Simply Happy Foodie

DISH ASSIGNMENT WORKSHEET

Who Is Bringing What?

Share the menu early, then keep track of dishes and any space they need.

Date / time _____ Guests expected _____

Person	Assigned dish	Needs: oven, fridge, outlet

CHECK THE MENU BEFORE SHOPPING

- ☐ Main dish is covered
- ☐ At least one fresh dish
- ☐ Enough desserts & drinks
- ☐ Special diets noted

Simply Happy Foodie

YOUR PARTY-DAY CHECKLIST

Keep Things Running Smoothly

A little organization leaves more time to enjoy your friends.

BEFORE GUESTS ARRIVE

- [ ] Clear a spot for incoming dishes
- [ ] Set out plates, napkins, and utensils
- [ ] Put out water and drinks
- [ ] Label dishes with common allergens
- [ ] Make room in the refrigerator
- [ ] Check serving platters & spoons
- [ ] Have trash bags and towels handy
- [ ] Plan containers for leftovers

SIMPLE HOSTING TIMELINE

Several days ahead	Invite, assign categories, check dietary needs.
1-2 days ahead	Shop for host supplies; prepare make-ahead food.
Party day	Set up the table, cold storage, and warming plan.
Before serving	Check dish temperatures and put out serving utensils.

SHOPPING & SUPPLIES

- [ ] _____
- [ ] _____
- [ ] _____
- [ ] _____

SERVING SCHEDULE / OTHER NOTES

_____

_____

_____

FOOD SAFETY

Keep cold food at 40°F or below and hot food at 140°F or above. Refrigerate perishables within 2 hours if not safely held hot or cold.