Basic Place Setting for Your Table

1. Napkin
2. Drinking glass
3. Dinner plate
4. Soup or dessert spoon
5. Salad fork
6. Dinner fork
7. Dinner knife
8. Coffee cup and saucer
9. Dessert plate
10. Bread plate
Dear Friend,

Katie comes to you from your county Extension office. We can tell you many things about feeding and caring for your family. Come by or call the Extension office for free booklets.

Evelyn F. Crayton, Extension Foods & Nutrition Specialist

Your County Extension Agent can tell you more about this and can help you in other ways too. Call or write:

Evelyn F. Crayton, Extension Foods & Nutrition Specialist

A correctly set table has the right utensils where you need them and when you need them.

• Cover the table with a tablecloth or place mats.
• Place the utensils from the outside to the inside in the order they will be used.
• Place utensils 1 inch from the edge of the plate.
• Use white plates. They go with everything.
• Place glasses and cups on the right.
• Place napkins on the left or on top of the plate if they will be used.
• Use fresh or dried flowers or candles at night for table decorations.
• Don’t put utensils you won’t use on the table. Don’t put utensils you won’t use on the table.

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