

Potluck Food Sign Up Sheet

Event Name: _____

Date: _____ Time: _____

Location: _____

Host Contact: _____

Expected Guests: _____

PLEASE READ

- Choose an item to bring and write it on the sign up sheet.
- Include the number of servings you will be providing.
- Add any helpful notes (ingredients, allergens, or special instructions).
- Thank you for helping make our potluck a success!

	GUEST NAME	DISH	FOOD CATEGORY	NUMBER OF SERVINGS	NOTES
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					



SUGGESTED CATEGORIES:

appetizer, main dish, side dish, dessert, drink, supplies

REMINDER: Feel free to update your entry if plans change. Thank you!