

SERVING COMMITTEE



Women
of the
**EVANGELICAL
LUTHERAN
CHURCH
IN AMERICA**

Mountain View Lutheran Church

**3502 122nd Avenue East
Edgewood, WA 98372-2418**

253-863-5171

www.mtviewlutheran.org

Mountain View Women of the ELCA Benevolences are funded from the WELCA General Fund. The General Fund receives monies from Circle offerings, the Mountain View Quilters, and the Serving Ministry Group.

Edgewood Community FISH Food Bank

Tacoma Rescue Mission

Pacific Lutheran Theology Seminary

YWCA Women's Support Group

Lutheran Bible Translators

Tacoma Seafarers Center

Wycliffe Bible Translators

Lutheran World Relief

China Service Venture - 2 children

Salvation Army

Heifer Project - 1 goat to Uganda, Africa

Schedule of Suggested Donation

The WELCA Serving Committee is here to offer a ministry of hospitality, not to provide commercial services. We hope to relieve the burden of serving in times of grief and in times of joy. We will provide kitchen help from our committee members or will work with outside catering.

SETUP * SERVE * CLEANUP

Suggested Donation for Setup, Serving, & Cleanup

Non Member Usage-All Fees shall be paid prior to the service

Minimum for 100 people or less \$300.00

100 to 200 people \$350.00

Over 200 people \$400.00

Please make checks payable to Mountain View WELCA

Member (Anniversaries, Reunions, Etc.)

*Fee \$150.00

Member Funerals/Memorials

There is no charge for funerals/memorials for members.

Donations are gratefully accepted.

Our Service includes table and chair setup with tablecloths; making coffee, tea, and punch; setting out and replenishing your provided food; providing serving bowls, serving utensils, and trays; and cleanup.

*Please reference the Building Usage form for basic building usage fees.

The Serving Committee Does Not Supply the Food for your Events.

Please Provide Your Own. . .

Beverage Supplies

coffee (regular/decaf), tea, punch ingredients, bagged ice, sugar, creamer

Suggested Meal Items for the Family to Provide

Light Reception:

Cake, cookies, sweet breads, fruit, cheese & crackers, nuts

Light Meal Reception:

Sliced cheese, deli meats, rolls, wraps, sub sandwiches, baked beans, vegetable trays, fruit trays, salads, meatballs, pan casseroles, rolls, condiments, desserts.

Paper Products

Large sturdy paper plates for the meal. Small plates for dessert.

8 oz. Cups for coffee. 8 oz. Plastic cups for punch

Napkins

Plastic utensils

For Your Food

The kitchen has a supply of serving bowls, trays, and serving utensils for your food.

Your Own Table Decorations

The serving committee will provide table cloths. Flowers or table decorations will need to be provided by the family.

Suggested Quantities of Food

- Punch for 100:** 2 large cans of pineapple juice and 2 two liter bottles of 7-Up
- Ice for 100:** 2 bags
- Salad for 100:** 12-13 large salads
- Rolls for 100:** 100 rolls or 50 croissants cut in half
- Cookies for 100:** 12 dozen
- Cake:** Costco 1/2 sheet cake serves 48
- Sandwiches for 100:** 2 Costco sandwich trays cut in 1/2 or 1/3
- for 150: add 1 tray of Costco wraps
- for 200: add 1 Costco cheese tray or meat tray.

NOTES

Rules and Regulations

- ◆ Reservations may be made prior to desired date.

Note - The mission and ministry of the church takes precedence over all other events. In the event of a funeral or memorial service, your reservations may be cancelled. We will try to accommodate you to the best of our ability if that occurs. Another space on site might be suitable.

- ◆ Alcohol will not be permitted.
- ◆ Smoking is not allowed.
- ◆ No one is allowed to affix anything to the walls or ceiling.
- ◆ In compliance with the city fire code, the use of candles or any other type of open flames are strictly forbidden.
- ◆ All items brought into the facility must be removed.
- ◆ We are unable to secure the building during your reception, so you are responsible for your own belongings.
- ◆ Please make your donations payable to Mountain View WELCA.

- ◆ Occupancy Count -

Chapel basement - 80 adults/youth, 7 tables

Fellowship room - 125 adults/youth, 12 tables

Gym - 250 adults/youth, 16-24 tables

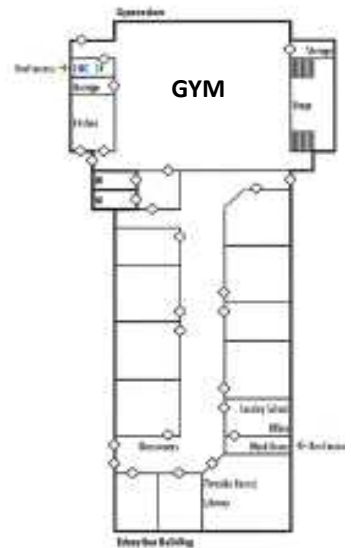
MT. VIEW LUTHERAN CHURCH CAMPUS

Location of Facilities on Premises and Occupancy

Gym

Capacity 250

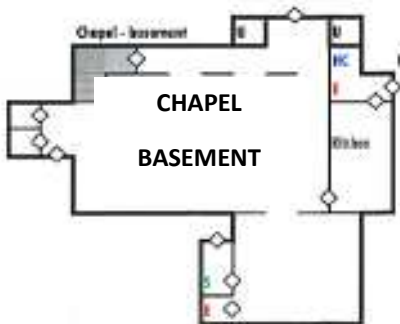
24 tables



Fellowship Hall

Capacity 125

12 tables



Chapel Basement

Capacity 80

7 tables



MOUNTAINVIEW
LUTHERAN CHURCH