



Council Name/Number:

CORPORATE COMMUNION BREAKFAST

When running a successful Corporate Communion Breakfast there are many items that can be overlooked. These are just guidelines from my experience on how to make this event a successful one.

I. SCHEDULING THE EVENT:

- a. As these events are usually scheduled quarterly, make sure you have an open agreement with your Pastor to hold these events.
- b. Have a predetermined time (ex. we generally hold ours at 9:00 am)
- c. If alternate hall is needed, find 1st before contacting church (In case of cancellation)
- d. Contact the church to get approval for the event date

II. CONTACT/ INVITE

- a. The Color Corps ASAP upon scheduling of the date
- b. Get the word out to the other councils ASAP and let them know that you need a head count and request that they bring their Council Banner to display on the Altar
- c. Invite your District Deputy and any other dignitaries that you would like to attend

III. FOOD

- a. Find a cook and staff (3-6 pp)
- b. Arrange menu (I find this menu works best)
 - i. Eggs, sausage and hash browns
 - ii. A small dessert
 - iii. Milk, apple juice, coffee and tea
- c. Check paper goods

IV. HEAD COUNT

- a. This is the trickiest part
 - i. You know approximately how many your council will have
 - ii. Contact other councils early and often to get their head count

V. DAY OF

- a. Select couple to take up gifts
- b. Place your banner on the altar
- c. Make sure set up and cooking is OK
- d. Have someone say Grace (preferably Chaplain)
- e. Thank you
 - i. Father for giving Mass
 - ii. Color Corp
 - iii. Your Council
 - iv. All in attendance
 - v. Kitchen Staff