

## TABLE MANNERS

- 1** Talk about pleasant and cheerful topics...no one likes mealtime conversation to be upsetting or depressing while trying to eat.
- 2** Elbows should not be on the table while the meal is in progress...they block people's view and it closes off other people from participating in a conversation.
- 3** Sit up straight...sprawling and slouching are a sign of disrespect to the hostess or the one who has prepared the meal.
- 4** If you need to blow your nose, excuse yourself from the table...never blow it into the napkin provided for the meal.
- 5** Leave electronic devices away from the dinner table. If you do receive a call, either disregard it, or excuse yourself from the table in order to take it. Others do not want to listen to your personal conversation...it makes them feel uncomfortable overhearing you.
- 6** Do not criticize the food or how it was prepared.
- 7** When napkins are provided they are to be placed on your lap when the meal begins. If it is a large cloth napkin, it may be easier to fold it in half and place it on your lap.
- 8** Do not play with your eating utensils.
- 9** If something has been prepared or served you that you do not like, politely say 'no thank you', or simply do not eat it if it is on your plate.
- 10** Eat small bites, chew with your mouth closed, or talk with your mouth full.
- 11** Once your dinner knife has been used it is placed at the top of your plate with the cutting edge towards you.
- 12** Once any other eating utensil has been used it stays on your plate, or in the bowl, not placed back on the table.
- 13** If an accident happens, such as spilled milk/juice/water, do not make a big deal out of it...simply help quickly to clean it up and move on.
- 14** Try to avoid blowing on hot soup or food, and never 'slurp' soups or other liquids.
- 15** If you want something on the table that is out of your reach, such as salt and pepper, ask the person seated closest to it to pass it to you. Never stand up and just reach over everything/everyone to get it yourself.
- 16** If something has been asked to be passed, and you're passing it along, you do not stop and use it first yourself...you pass it to the person requesting it and ask them to pass it back once they are done.
- 17** If you are at a meal where the meal is 'plated' and you are served one at a time, do not begin eating until everyone at your table has been served...unless directed by the others that you may begin to eat even though they have not yet been served.
- 18** If you finished eating, lay your utensils such that they are facing into the center of the plate.
- 19** As you leave the table your napkin may be placed to the side of your plate if it is a cloth napkin, or on the plate if it is a paper napkin.
- 20** Always thank the person who has prepared, or hosted, the meal.
- 21** Push your chair back in under the table when you leave the meal.