# Friendsgiving Potluck Planner

Plan one contribution per row. Print and write, or type into the PDF and save a copy.

**Date** _____ **Meal time** _____ **Headcount** _____

**Location (optional)** _____

| Person | Dish or job / amount | Arrival | Fridge, cooking or reheating needs | Serving dish / utensils | Status P / C / N |
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**P - Proposed:** Offered; practical details still to check.
**C - Confirmed:** Amount, arrival, kitchen needs and serving pieces agreed.
**N - Needs another slot:** Timing or kitchen space conflicts; choose a different contribution.