

WORKSHEET 8—PAGE 4 TABLEWARE CHECKLIST (continued)

Codes for Centers: CI = Cleaning (Sink) MS = Mix and Store Center (Refrigerator)
 CS = Cook and Serve (Range top) O = Oven (w/range or Built-in)
 E = Eating Bar and/or table PI = Planning Desk
 Mi = Microwave WB = Wet Bar (Separate sink)

ITEM	Usual Center Where Used	Check how often used:					Plan to to Purchase
		Everyday to Once a Week	Within 2 Weeks to 4 Weeks	Less than Once a Month	Not Used within One Year		
<u>Tableware (continued):</u>							
Juice container	MS	_____	_____	_____	_____	_____	
Heat-proof pads / trivets	E	_____	_____	_____	_____	_____	
Linens:							
Dinner (8)	E	_____	_____	_____	_____	_____	
Luncheon	E	_____	_____	_____	_____	_____	
Cocktail	WB	_____	_____	_____	_____	_____	
Placemats (4-8)	E	_____	_____	_____	_____	_____	
Tablecloths (2-3)	E	_____	_____	_____	_____	_____	
_____	E	_____	_____	_____	_____	_____	
_____	E	_____	_____	_____	_____	_____	
Paper napkin holder	E	_____	_____	_____	_____	_____	
Water/beverage pitcher	CI	_____	_____	_____	_____	_____	
<u>Tableware—Miscellaneous Items not listed above:</u>							
_____		_____	_____	_____	_____	_____	
_____		_____	_____	_____	_____	_____	
_____		_____	_____	_____	_____	_____	

REMINDER: DON'T FORGET ABOUT EARNING A REWARD FOR YOUR REORGANIZING EFFORTS. Check the rules on the "A reward for your interest" tab.

CI- Cleaning Center

Baggies
Dishcloths/sponges
Dishtowels
Garbage bags
Hand towels
Metal polish
Paper towels
Plastic wrap
Scouring pad
Soap/detergent
Wax paper

CS-Cook and Serve

Matches

E-Eating Bar and/or table

Candles
Napkins—paper
Paper cups
Paper plates
Plastic utensils

MI-Microwave

Paper plates
Paper towels
Wax paper

MS-Mix and Store Center

Aluminum foil
Baggies
Freezer wrap
Labels (self stick)
Lunch bags
Marking pen
Plastic utensils—forks, etc.
Plastic wrap
Skewers / toothpicks
Tape (freezer/marketing)
Wax paper

O-Oven

Aluminum foil

PI-Planning Desk

Calendar
Cookbooks/recipes