

SAMPLE AGENDA

Something To Chew On

Date, Time, Name of Church, location

Time	Item
3:30-5:30	Set-up and arrivals (Leaders, Speakers, Musicians)
5:45	Guests start to arrive and begin doing activities
6:30	Leader welcomes guests
6:40	Dinner, Table talk
7:10	Leader introduces musician
7:20	Song
7:30	Leader introduces first speaker, they speak for ten minutes. Leader introduces second speaker, they speak for ten minutes. Leader introduces third speaker, they speak for ten minutes.
8:10	Song
8:20	Think, Pair and Share
8:40	Song
8:50	Announcements, Dessert and Closing

*These are approximate times as things sometimes take less or more time during events. We go with the flow but we will be done at 9 as we want to respect our guests' time.