

Table Manners Essentials Introduction

Let's be honest. Everyone is apprehensive upon receipt of their first formal business dining invitation and possible even confused the first time they are seated at a formal dining table.

At [Manners International](#) we use a four-lesson method of teaching table manners and continental dining, and the goal of this workshop is to give you the needed knowledge of proper dining etiquette to put your "best foot forward" and to enjoy a formal dining experience with poise and confidence.



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Starting off, we will discuss what you should do when you receive an invitation to an event.

Make a good first impression!



Reply to the invitation promptly while being mindful of the wardrobe request on the invitation and dress accordingly. At a social event, arrive within 15 minutes of the stated time and never arrive early as you may catch the host or hostess putting the final touches on the party. However, always arrive at the stated time for a business event.

Greet the host/hostess with a warm smile and a handshake. At a social event, you may want to take a hostess gift with you or, if you are to be the guest of honor, send flowers ahead.

The stage is set. You have arrived at the event. Now we will address the first of the four lessons....[Follow the lead of your host or hostess.](#)
