

Sample Hotel & Conference Center

Wickerlight Foundation Autumn Gala

Client Wickerlight Foundation
EO BEO-1048
Date Saturday, November 7, 2026
Room Grand Ballroom
Service Plated
Setup style Rounds of 10 with dance floor and stage

EXP 300 · GTD 280 · Set 288 · GTD 280 drives staffing

Timeline

12:00 PM · Setup
 12:00 PM · Call: Houseman
 5:00 PM · Call: Captain, Server
 5:30 PM · Call: Busser
 5:45 PM · Call: Bartender, Barback
 7:00 PM · Start
 1:00 AM · End
 2:30 AM · Strike

Crew

Captains: Dorian Whitlock (Lead), Priya Ramanathan
 Luis Echeverría · Captain · 5:00 PM
 Dorian Whitlock · Captain · 5:00 PM
 Hannah Okonkwo · Server · 5:00 PM
 Mateo Ferreira · Server · 5:00 PM
 Priya Ramanathan · Server · 5:00 PM
 Grace Lindholm · Server · 5:00 PM
 Samuel Adeyemi · Server · 5:00 PM
 Ava Kowalski · Server · 5:00 PM
 Lena Marchetti · Server · 5:00 PM
 Chloe Nakamura · Server · 5:00 PM
 Jamal Whitaker · Server · 5:00 PM
 Agency (Sample Staffing Agency) · Server · 5:00 PM
 _____ · Server · 5:00 PM
 _____ cover needed · Server · 5:00 PM
 Riley Castellanos · Bartender · 5:45 PM
 Owen Tanaka · Bartender · 5:45 PM
 Rosa Delgado · Bartender · 5:45 PM
 Elena Petrova · Barback · 5:45 PM
 Caleb Mwangi · Barback · 5:45 PM
 Noah Brennan · Busser · 5:30 PM
 Imani Carter · Busser · 5:30 PM
 Sofia Lindqvist · Busser · 5:30 PM
 Ethan Rourke · Busser · 5:30 PM
 Kofi Mensah · Houseman · 12:00 PM
 Victor Halvorsen · Houseman · 12:00 PM
 Diego Santana · Houseman · 12:00 PM

Tasks

Station setup
 5:45 PM · set bar · unassigned
Pre-service
 5:00 PM · BEO review and walk-through · Dorian Whitlock
 6:30 PM · pre-shift line-up · Dorian Whitlock
 6:45 PM · final checks and head count to kitchen · unassigned
Service
 7:00 PM · client check-in · unassigned
 7:00 PM · bar service · unassigned
 7:00 PM · course service · all Server
 7:30 PM · course service · all Server
 8:00 PM · course service · all Server
Strike
 1:00 AM · strike · all Houseman
Closing
 1:00 AM · bar close and inventory · unassigned
 2:30 AM · counts and sign-off · unassigned

Special meals

12 vegetarian, 4 vegan, 3 nut allergy

VIP tables

2

Bars

Hosted · Foyer Hosted Bar, Cash · Ballroom Cash Bar

Notes

Live auction 9:30 - 10:15 PM; band plays until 12:45 AM