THE PROTOCOL SCHOOL OF TEXAS

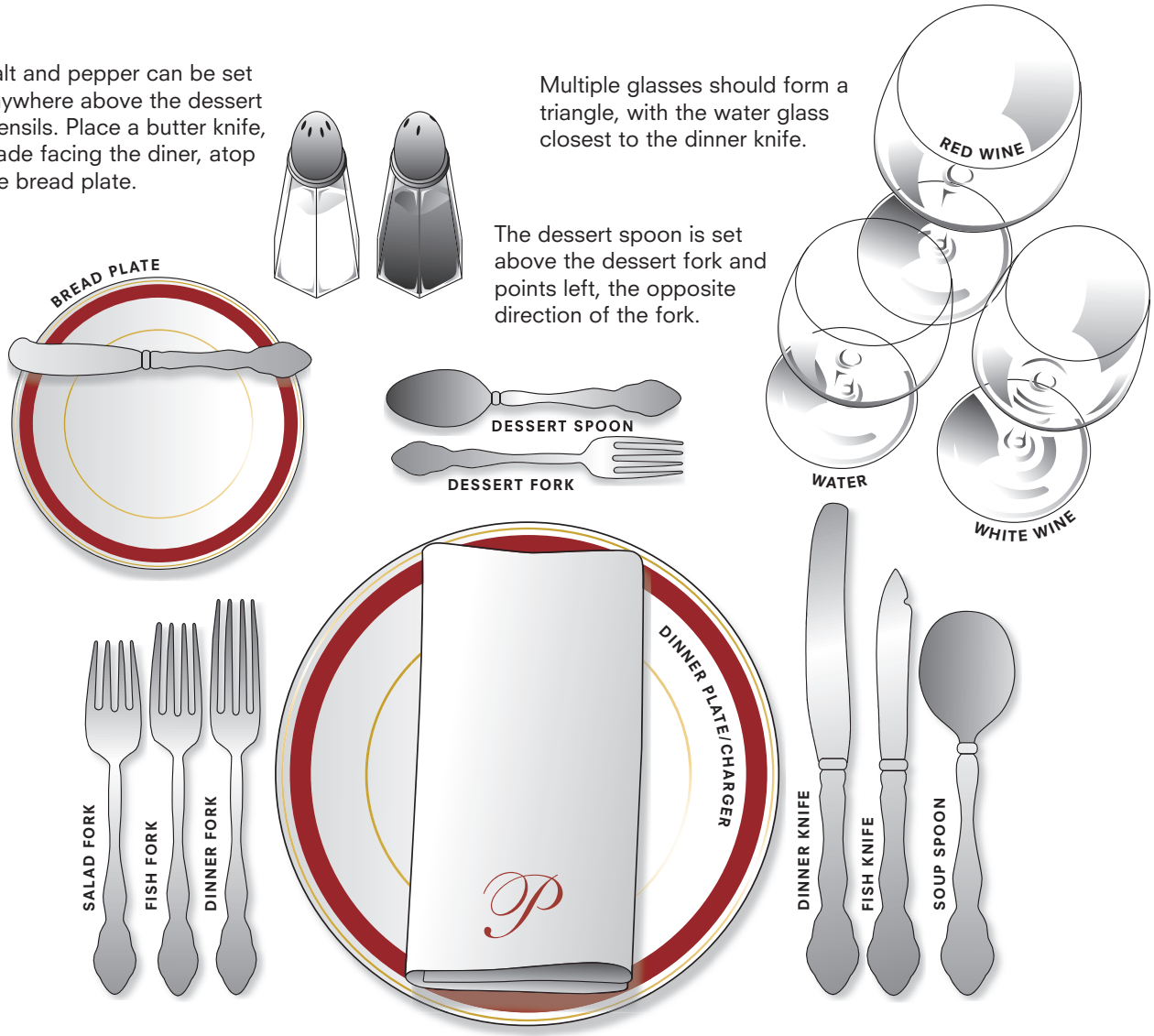
presents

# A Properly Appointed Table

Salt and pepper can be set anywhere above the dessert utensils. Place a butter knife, blade facing the diner, atop the bread plate.

Multiple glasses should form a triangle, with the water glass closest to the dinner knife.

The dessert spoon is set above the dessert fork and points left, the opposite direction of the fork.




Utensils are placed in the order they will be used. Always work from the "outside in".

The napkin may be placed either in the center of the plate or to the left of the forks.

Bottoms of all flatware align.

When dining Continental Style, the table should be set with the fork tines facing downward. When dining American Style, the table should be set with the fork tines facing upward.

> PEOPLE, LIKE DIAMONDS, HAVE A BASIC MARKET VALUE, BUT IT IS ONLY AFTER THEY HAVE BEEN POLISHED THAT THE WORLD WILL PAY THEIR REAL VALUE.
>
> — WILLIAM THOURLBY



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