



## **Coffee and cake theme**

This simple theme can be very easily embraced and is a firm favourite for its informal style and suitability for small groups.

### **What do I need?**

- Coffee and tea
- Cake
- Plates and knife to cut the cake
- Napkins
- Brochures, order forms, products, samples

### **What should I do?**

- Just put your cake out on the table and let guests help themselves
- Put the plates and napkins out with the cake
- Just offer to make your guests a coffee or tea on arrival

### **What do I need to tell guests beforehand?**

You don't need to tell your guests anything since this theme is so simple. Most people love sweet treats so you could hint that there will be some delicious cake to eat!