Fête & Fig

THE HOSTING WORKBOOK

Confirm each contribution

One contributing share can be one household. Samples stay separate.

Own varieties excluded: each baker brings (N - 1) x cookies per recipient, plus separately agreed samples. Each takes home the same exchange count. Include own varieties by using N instead.

Other contributors / host included?

Own variety included or excluded?

Cookies per recipient / agreed size

Separate samples / tested pack capacity

Baker / share	Variety	Packs	Cookies	Confirmed / handling

Attach full ingredients and handling information to every share. Confirm suitability with recipients. This private hosting sheet does not certify freedom from allergens or kitchen cross-contact.

The eight-share example

Host included. Three cookies from each other baker. Four samples separately.

Contributor	Illustrative variety	Exchange	Samples / total
Morgan, host	Shortbread fingers	7 packs x 3	4 / 25
Casey	Chocolate chip	7 packs x 3	4 / 25
Riley	Ginger rounds	7 packs x 3	4 / 25
Sam	Sugar cookies	7 packs x 3	4 / 25
Jamie	Jam thumbprints	7 packs x 3	4 / 25
Avery	Biscotti	7 packs x 3	4 / 25
Taylor	Cocoa crinkles	7 packs x 3	4 / 25
Jordan	Oat cookies	7 packs x 3	4 / 25

Each takes home: 21 cookies across seven other varieties. **Group balance:** 168 exchange cookies + 32 samples = 200 cookies brought. There are 56 exchange packs at three cookies per tested pack.

If a pack holds only two cookies, split each three-cookie recipient share across two packs. Cookie count stays the same. Confirm the finished recipe yield; a 24-cookie batch does not supply this 25-cookie promise.

Fictional names and proposed varieties. No recipe yields, dietary suitability or physical testing are implied. Change the complete list and notify every baker when the confirmed contributor count changes.

Keep information with the cookies

Four loose cards, 3.5 x 2.5 in (about 89 x 64 mm). Print at actual size.

COOKIE INFORMATION

Variety / baker:

Full ingredients (continue on reverse):

Allergen / preparation information:

Handling / storage directions:

COOKIE INFORMATION

Variety / baker:

Full ingredients (continue on reverse):

Allergen / preparation information:

Handling / storage directions:

COOKIE INFORMATION

Variety / baker:

Full ingredients (continue on reverse):

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COOKIE INFORMATION

Variety / baker:

Full ingredients (continue on reverse):

Allergen / preparation information:

Handling / storage directions:

Cut along the dashed outer rules. Attach one card to each recipient share. Continue full ingredients on the reverse or an attached sheet; do not omit product components. These cards do not replace food-suitable packaging.