

The Assembly of Eloah

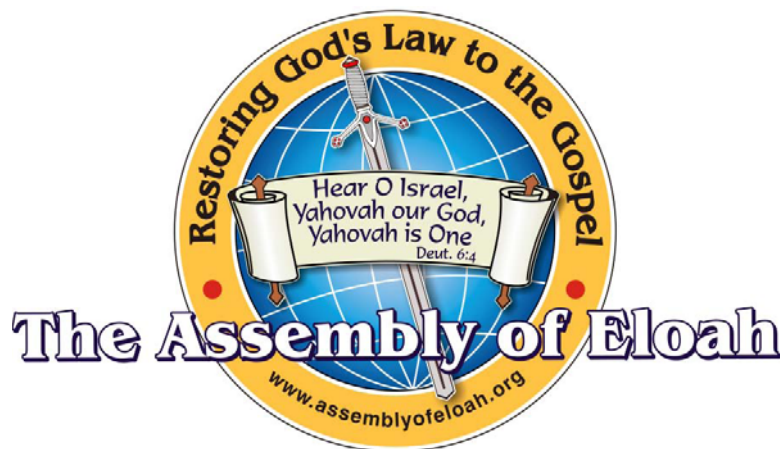
This is eternal life: that they may know you, the only true God, and the one you have sent -- Jesus Christ. Jn. 17:3

Feast Checklist

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Edition 4

When preparing for a Feast with our God and Father Eloah, use the list below as an outline and as a check list. Make copies for all of those in serving capacities.
Please Prepare Properly.



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Feast Coordinator:

- 1 – Area Attractions
- 2 – Cell phone numbers with the main site number
- 3 – Copy of flight information at the site besides the ones for those collecting people
- 4 – Credit card, check book, traveler's checks
- 5 – Flight information with arrivals and departures
- 6 – Map of the area and a map to services and phone number
- 7 – Offering Envelopes
- 8 – Post Feast outline
- 9 – Ram's horn audio / Shofar
- 10 – Remove pagan objects from the rooms
- 11 – Update list of attendees
- 12 – Update list of Co-Ordinators room numbers and the assistants, prayer, music and shofar responsibilities
- 13 – 10 Commandments for posting in the room to be used for services
- 14 –
- 15 –

Health and Safety:

- 1 – Anointing oil
- 2 – Clean water, pitcher and glasses
- 3 – DVD VHS player & screen and all hookups
- 4 – Fire extinguisher
- 5 – First Aid kits / masks / gloves
- 6 – List of individuals with health problems and allergies
- 7 – Map to hospital & phone number
- 8 – Pain killers i.e. aspirin, cough drops
- 9 – Special chairs, bath equipment
- 10 –
- 11 –
- 12 –

Study Material:

- 1 – Companion and Concordant Bibles
- 2 – Concordance
- 3 – Dictionaries
- 4 – Interlinear
- 5 – Lexicons
- 6 – Mishnah etc.
- 7 – Various Bible versions
- 8 – Writing pads, booklets, pens, pencils, highlighters

Miscellaneous:

- 1 – Batteries Tool Kit
- 2 – Box with tape, scissors, stapler & staples
- 3 – Bulletin board, white board, easel
- 4 – Duct, scotch and electrical tape
- 5 – Long extension cords and surge protectors.
- 6 – Rubber mats to protect cables
- 7 –

Papers:

- 1 – Copies of papers to be presented
- 2 – Copier, printer, paper
- 3 – Markers
- 4 – Skirt for tables to be used for presenters
- 5 – Power Point presentations and projector screen

Choir and Music:

- 1 – Batteries
- 2 – CD Player & Headsets or earphones
- 3 – Duct, scotch and electrical tape
- 4 – Hymnals
- 5 – Long extension cords and surge protectors.
- 6 – Mic's and speakers
- 7 – Rubber mats to protect cables

Recording:

- 1 – Batteries
- 2 – Cd's, DVD's or tapes for recording
- 3 – Long extension cords and surge protectors
- 4 – Mic's and speakers
- 5 – Recorder and player
- 6 –
- 7 –

Computers:

- 1 – 2 PC's and/or laptops with DVD – CD burners
- 2 – Blank Cd's, DVD's with cases and markers
- 3 – Computer speakers
- 4 – JumpDrive for backup
- 4 – Fire wire and USB cables
- 5 – Recorder and player
- 6 – Long extension cords & surge arrestor
- 7 – Memory card reader
- 8 – Mixer & speakers with 50' cables
- 9 – patch cords, adaptors, splitters
- 10 – Recorder and player
- 11 – Tool kit
- 12 –

Childrens Area:

- 1 – Colouring books, crayons, papers etc.
- 2 – game sets, broom and dust pan
- 3 – TV, VCR, or DVD
- 4 – Exacto knife, drill & bit larger than a quarter

Accessories:

- 1 – First aid kits, disinfectant soap
- 2 – Flashlights, batteries, pocket knife, stop watch, volt meter
- 3 – Garbage cans and bags
- 4 – Liquid paper
- 5 – Note books

- 6 – Presentation pointer
- 7 –

Food:

- 1 – All bulk food, meat, fresh vegetables and fruit
- 2 – Disposable plates and utensils
- 3 – Disposable quality table cloths, plain & quality napkins
- 4 – Plastic wrap & large freezer bags
- 5 – Menus published each day and posted on the bulletin board
- 6 – Recommended healthy cooking oils etc. are needed (ie. Olive, Coconut & Sunflower)
- 7 – Special occasion permit if required
- 8 – Wine and variety of fruit, cheeses and breads at night instead of a large meal
- 9 – Chafing Dishes with Sternos and assorted Serving Trays and Bowls Candelabras and candle stands. Vases for Table Flowers or Greenery for decoration. Condiment dishes, Tea Dispenser, Quality paper napkins Paper Towels, Box of Latex Gloves
- 10 –

SUPPLEY LIST**INGATHERING:**

- 1 – Basket to collect envelopes
- 2 – Labeled offering envelopes
- 3 – Pertinent music
- 4 – Rams Horn or Silver Trumpets

PASSOVER/ULB:**Lord's Supper**

- 1 – Basins / towels
- 2 – Babysitting arranged before time
- 3 – Napkins, table cloth
- 4 – Unleavened Bread and tray

- 5 – Wine, corkscrew, glasses and tray
- 6 –
- 7 –

Night of Watching:

- 1 – Animal of the herd, roasted or BBQ'd without bone
- 2 – Bitter herbs, horseradish, salt
- 3 – Questions for children or unconverted to ask
- 4 – Unleavened Bread (wheat/barley, oil, salt)
- 5 – Music appropriate for Passover
- 6 – Sharp knife
- 7 – Wine and cider or juice for children
- 8 –

Wave Sheaf:

- 1 – Start service at 9:00 AM local time (take daylight savings into account)
- 2 – Snack after service and more study before lunch works well
- 3 –

PENTCOST:

- 1 – Ingathering paper
- 2 – Music appropriate for Pentecost
- 3 – Service to start at 9:00 AM
- 4 –

TABERNACLES:

- 1 – Ingathering paper
- 2 – Music appropriate for Tabernacles
- 3 –

Special Needs:

- 1 –
- 2 –

3 –

Responsibilities:

- 1 – Feast Co-ordinator
- 2 – Assistant Co-ordinator(s)
- 3 – Health and safety
- 4 – Music
- 5 – Prayer
- 6 – Recording/editing
- 7 – Shofar
- 8 –

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