Prep a cheese-board refill kit in separate boxes

A chilled refill inventory and serving checklist. Use the free printable with the steps below. Compare the optional supply only if you need it.

Materials: Cheese; washed and appropriately dried fruit; crackers; separate suitable containers; small serving board

1. Plan a modest first serving

List your guests and actual ingredients. Prepare a small first board rather than placing every perishable ingredient out at once. Keep labels available for foods your guests may need to identify.

2. Separate moisture and crunch

Pack cheese and fruit in suitable chilled containers. Keep crackers dry in a separate closed container. Use clean utensils and leave space for lids; the illustrated container sizes are not a measured portion recommendation.

3. Refill from chilled reserves

Bring out small additional portions as needed. Avoid topping up an old serving with fresh food without tracking how long it has been out. Follow food-specific time and temperature guidance and store leftovers appropriately.

Source / recipe: USDA leftovers and food-safety guidance

Keep perishable food cold and follow actual recipe, food and container instructions. Use the worksheet to organize ingredients and serving arrangements.

Your printable workspace

Item / option	Details / actual ingredients	Check / notes

First serving / guest count

Chilled cheese and fruit reserves

Dry crackers / refill and time checks

Use suitable items you own. Check exact recipe, material and product directions.