Taco Bar Checklist

Event _____ Date _____ Guests _____

Plan first

- [ ] Headcount set (adults, teens, kids)
- [ ] Dietary needs asked and written down
- [ ] Menu chosen: 2 proteins plus 1 veggie
- [ ] Budget per person decided
- [ ] Quantities worked out
- [ ] Shopping list made
- [ ]

Shells and bases

- [ ] Small soft flour tortillas
- [ ] Soft corn tortillas
- [ ] Hard taco shells
- [ ] Gluten-free option
- [ ] Lettuce cups or bowls
- [ ] Tortilla chips
- [ ] Extra 10 to 15 percent for breakage
- [ ]

Proteins and hot fillings

- [ ] Seasoned ground beef
- [ ] Shredded chicken
- [ ] Carnitas or pulled pork
- [ ] Steak or fajita strips
- [ ] Black bean or veggie filling
- [ ] Refried or black beans
- [ ] Rice
- [ ] Queso
- [ ]

Cold toppings

- [ ] Shredded lettuce or cabbage
- [ ] Diced tomatoes or pico
- [ ] Diced white onion
- [ ] Shredded cheese
- [ ] Sour cream or crema
- [ ] Guacamole or sliced avocado
- [ ] Sliced jalapeños
- [ ] Chopped cilantro
- [ ] Lime wedges
- [ ] Pickled red onions
- [ ]

Salsas and sauces

- [ ] Mild salsa
- [ ] Hot salsa
- [ ] Salsa verde
- [ ] Taco sauce
- [ ] Bottles of hot sauce
- [ ]

Sides and drinks

- [ ] Chips and salsa for the wait
- [ ] Spanish rice or street corn
- [ ] Fruit or a cool dessert
- [ ] Water and ice
- [ ] Agua fresca, soda or margaritas
- [ ] Kid drinks
- [ ]

Setup and gear

- [ ] Slow cookers or warming trays
- [ ] Serving spoon for every dish
- [ ] Tongs for tortillas
- [ ] Small bowls and ladles
- [ ] Label cards with allergens
- [ ] Sturdy plates and extra napkins
- [ ] Tortilla warmer or foil
- [ ] Ice for cold toppings
- [ ] Trash bin and leftover containers
- [ ] Meat reheated, cold items chilled
- [ ] Line set up in build order
- [ ]

Rule of thumb: 2 to 3 tacos per adult, count kids as half, add 10 to 15 percent.