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# Preparing for the power lunch

Jay Remer, Financial Post  
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Dear Etiquette Guy: My boss has suggested to me: "Let's do lunch. You, me and the client." I'm terrified. How can I make sure this goes well and keep my job? Gut Wrenched

Dear G. W.: You are not alone. Questions arise constantly about business lunches. An employee moving up the corporate ladder is asked to invite an important client to a business lunch to meet with the boss and to make all of the arrangements for this meeting. The terror you feel is non-hunger-based survival instinct kicking in. Making a hash of this situation would have devastating consequences. But take this as a golden opportunity to demonstrate your hosting skills. Take on the role of manager and make it your goal to make both you and your boss shine. Important business deals and decisions are often discussed and cemented over a meal. Make sure the dining experience is the stage on which this can be played out in style. Work out any detail you can ahead of time, including booking the reservation at the appropriate restaurant, through to arranging to discretely paying the bill. Being mindful of the type of food your client would like, as well as where he or she will sit, will help ensure a successful meeting. Avoiding the avoidable will give you a feeling of confidence. - Jay Remer is the Etiquette Guy. He is trained and certified by the Protocol School of Washington as a consultant for corporate etiquette and international protocol. He lives in St. Andrews, N. B. E-mail your etiquette questions to [jay@etiquetteguy.com](mailto:jay@etiquetteguy.com) and visit his Web site at [www.etiquetteguy.com](http://www.etiquetteguy.com).

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