Restaurant walk-in waitlist template

Restaurant: Example Bistro **Date:** 27/11/2026 **Service:** Dinner

Add each group in order of arrival and quote a wait. When a table is free, call the next group that fits it and write the time. Tick Left if the group goes before it is seated. At the end of service, compare the quoted and the real waits.

No.	Guest name	Party size	Phone	Time added	Quoted wait (min)	Seating (inside, terrace)	Called at	Seated at	Left
1	Ben Carter	2	07700 900611	18:42	15	Inside	18:55		
2	Priya Shah	4	07700 900622	18:45	25	Inside			
3	Tom Fletcher	3	07700 900633	18:51	25	Terrace			
4	Ella Morgan	2	07700 900644	18:58	30	Inside			
5	Sam Holt	5	07700 900655	19:03	35	Inside			
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