

Party Planning

Party Theme:

Date:

Location:

Pro Tip:

Parties often fizzle out because of a few things:

Not enough for the guests to do – Have activities, games, and a good playlist going. Give them a reason to mingle and stay. They'll thank you by enjoying themselves long into the evening.

Another issue can be not enough welcoming seating. Group chairs together with small or large tables for guests to set their drinks, phones, and food on.

Make sure you have plenty of snacks. People love to have something in their hands, it makes things seem less awkward. So always have drinks and food at the ready!

Party Vision

Party vibes:

Theme inspiration:

Music & playlist ideas:

Games & activities:

Menu:

Shopping

Food shopping:

Décor shopping:

Online purchases:

Guests & To-do's

Guest list:

Send out invites
date:

To-do day before:

Notes:

Day of: