

PARTY CHECKLIST

Three weeks out

- Pick a theme for the party. Not necessary but it does help in picking decor, food, invitations.
- Pick the date and time.
- Build your guest list.
- Make or buy invitation and send them out. I like to send invites out 3 weeks before the party.
- Plan the menu and build the shopping and decorations list.
- Plan the music

Two weeks out

- Start planning the tableware and serving pieces. If you're planning a buffet set it up with serving pieces and "walk" the line.
- Plan centerpieces
- Make or buy favors
- Check party lighting during the times of the party. Fill in with candles or extra lighting.

One week to three days out

- Shop for groceries. Save fresh food for the day before the party.
- Start making any dishes that can be prepared in advance.
- Make sure you have room for guest to mingle. Remove any unnecessary items.
- Set up a bar away from the kitchen if possible
- Clean the house well.

Two days out

- Set out your clothes and jewelry
- Set up the table/buffet
- Check the front entry way. Sweep the porch.

Day Before

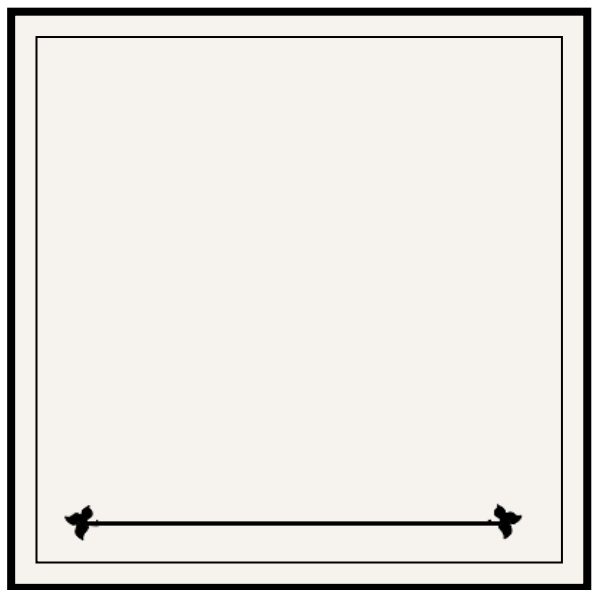
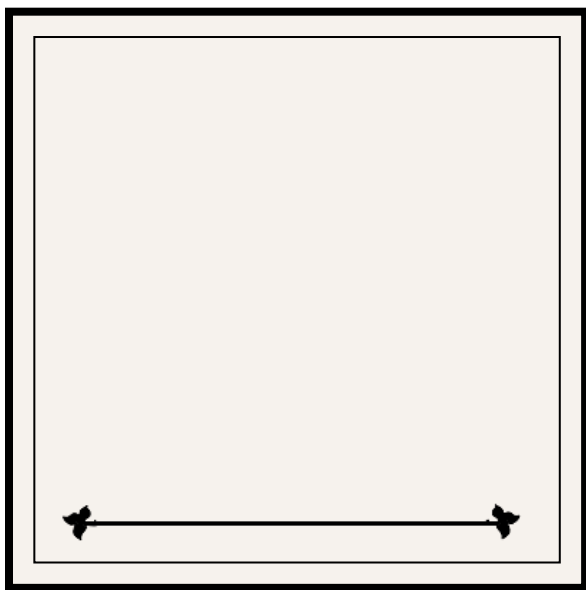
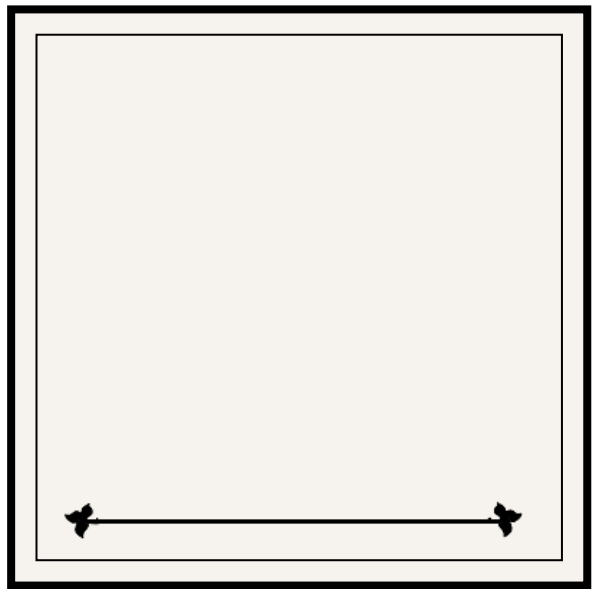
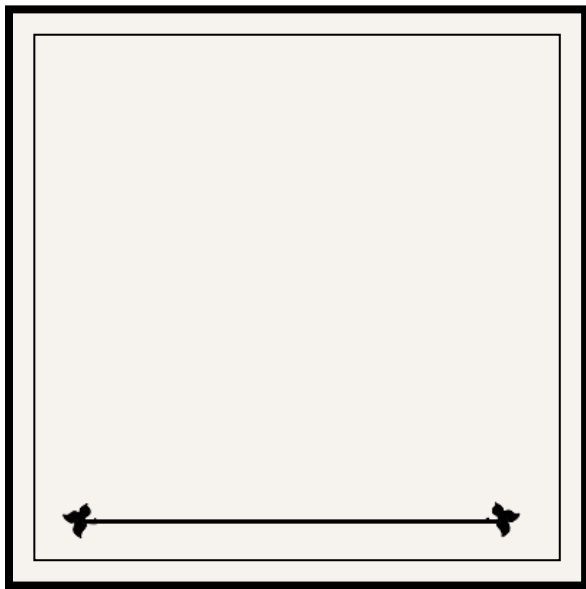
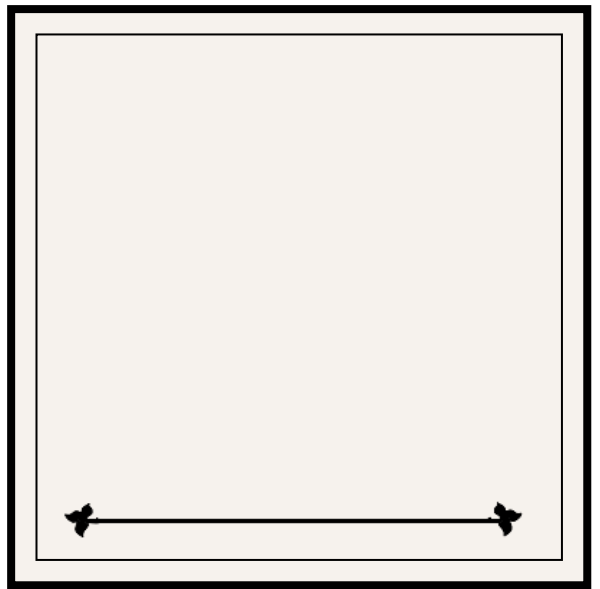
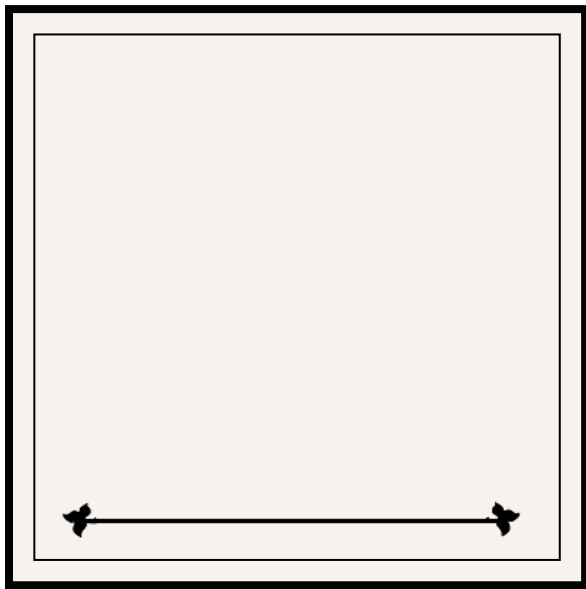
- Shop for fresh food and flowers.
- Set up centerpieces and favors.
- Prep for last minute cooking needs. Chopping, washing, opening, chilling...
- Quickly clean the party area and kitchen
- Go to bed early...if possible.

Morning of the Party

- Check bathrooms
- Finish up food
- Prepare the coffeemaker
- Dress

Hour before the Party

- Set out room temperature hors d'oeuvres
- Hide messy pans if needed.
- Turn on the music light the candles



What skill do you have that you are thankful you have?



What animal are you thankful for?



Name an invention in the last 10 years you are thankful for and why?



Name a teacher, coach or leader you are thankful for and how they helped you?



What food are you thankful for?



If you opened a box, what would be inside that you would be thankful for?



What would you like to learn in the upcoming year?



What place are you thankful for?



What celebrity would you like to be at the Thanksgiving table this year?



Name something you would like to make to give thanks for the holiday season?



Name a place in your hometown you would like to visit and why?



What movie over the last year you are grateful to have seen and why?



Name one simple item you are grateful for and why?



Describe a picture or photo you are thankful to have and why.



What sport are you most thankful for and why?



What book are you most thankful to have read?



What tradition are you thankful for and why?



If the doorbell rang who would you be thankful to see on the other side?

