

Party Checklist...

occasion:

what's on menu:

time:

date:

planned activity/craft:

place:

party favors:

the invite list...

(check off when confirmed)

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confirmed:

maybes:

no's:

allergies:

getting organized...

(check off when completed)

food prep

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straighten up

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decorate

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activity/craft preparations

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stuff to pick up...

(check off when picked up)

food/snacks

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drinks

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decorations/party favors

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