

# Party planning checklist

WHAT?

WHEN?

WHERE?

INVITATIONS

Date to be sent out:

BUDGET

Venue:

Food:

Drinks:

Decor:

Entertainment:

Favours:

Photographer:

Other:

THEME



# *The finer details*

VENUE

ENTERTAINMENT

FOOD

FAVOURS

DRINKS

PHOTOGRAPHER

DECOR

OTHER

