

# {christmas} partyplanner

event: \_\_\_\_\_

date: \_\_\_\_\_ time: \_\_\_\_\_

location: \_\_\_\_\_

backup location: \_\_\_\_\_

- reserve venue
- send invitations
- plan food
- plan activities
- plan decor

## {attendees}

name	address	invited	RSVP'd
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## {party schedule}

time	activity	notes
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

# partyplanner (cont.)

## {food}

description: \_\_\_\_\_ ingredients: \_\_\_\_\_

notes: \_\_\_\_\_

description: \_\_\_\_\_ ingredients: \_\_\_\_\_

notes: \_\_\_\_\_

description: \_\_\_\_\_ ingredients: \_\_\_\_\_

notes: \_\_\_\_\_

description: \_\_\_\_\_ ingredients: \_\_\_\_\_

notes: \_\_\_\_\_

description: \_\_\_\_\_ ingredients: \_\_\_\_\_

notes: \_\_\_\_\_

## {activities}

description: \_\_\_\_\_ supplies: \_\_\_\_\_

notes: \_\_\_\_\_

description: \_\_\_\_\_ supplies: \_\_\_\_\_

notes: \_\_\_\_\_

description: \_\_\_\_\_ supplies: \_\_\_\_\_

notes: \_\_\_\_\_

description: \_\_\_\_\_ supplies: \_\_\_\_\_

notes: \_\_\_\_\_

description: \_\_\_\_\_ supplies: \_\_\_\_\_

notes: \_\_\_\_\_

# partyplanner (cont.)

## {decorations}

- tablecloth(s)
- table topper(s)
- plates/cups/napkins
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## {shopping list}

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## {notes}

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