

BIRTHDAY PARTY checklist

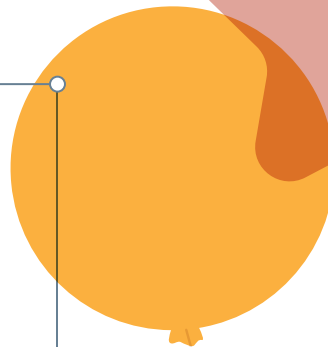
ONE MONTH
* BEFORE *

- Pick a date! The first choice should be the birthday itself, but a nearby weekend works, too.
- Make a guest list.
- Invite those guests! If you really want to go all out, we have an idea of where you can order some Letterpress invitations.
- Make reservations for big-ticket items—party tents, restaurants, activities, etc.
- Pick a theme, if you'd like one. That way, your guests will have plenty of time to prepare!

YAY!

YAY!

(yay)



2-3 WEEKS
* BEFORE *

- Assemble your food and grocery lists.
- Your favorite person's favorite food and drinks will look great in custom plates and custom cups, hint hint.
- Plan out any fun decorations or tablescapes you might want to make.

FOR
Your Party
.COM

ONE WEEK

* BEFORE *

- Time to make a playlist! Ask friends to submit their favorites as well to keep things interesting.
- Get a large card or something similar for guests to sign. There's no better memento, and it can help guests express their well wishes even if they didn't bring a gift.
- If you're doing things outside, check the weather and come up with alternative plans if needed.
- Find some party games for either indoors or outdoors.

1-2 DAYS

* BEFORE *

- If it's a house party, clean up! Make sure everything is nice and tidy for your guests.
- Let your neighbors know—and invite them over! This is always nice to do, but is especially important if you live in a shared building and/or are planning on things going late.
- Get out your tables, chairs, and decorations.
- Set aside some extra bins for trash.

TIME TO PARTY!

- Prepare any remaining food. Keep cold food in the fridge until the first guests arrive; prepare hot food last and keep it in a warmed oven.
- Fill coolers up with beverages and ice.
- If you're doing gifts, set aside a spot for them.
- Set out food, cups, napkins, plates, and utensils.
- Turn on the music and have a ball!