

# Christmas Party

## Checklist



Decide on Type of Party

Set Date and Time

Choose Menu

Invite Guests

phone, text, email, send invitations

Shop for Party Supplies

Make a grocery list from the menu - don't forget party napkins and paper goods.

Clean House

Day of Party - Vacuum, Sweep, Mop, Dust, Clean Bathrooms

Prepare for Guests

Prepare table for food - Set out food items, plates, forks, napkins

Enjoy Guests