



# Party Planner

## PARTY DETAILS

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

THEME: \_\_\_\_\_

FOOD TYPE: \_\_\_\_\_

### NOTES

ACTIVITIES

DECORATIONS

FAVORS

### IDEAS

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# To Do list

2-3 MONTHS OUT


1 MONTH OUT


1 WEEK OUT






# To Do List

## DAY OF PARTY TIMELINE

8:00 AM

8:30 AM

9:00 AM

9:30 AM

10:00 AM

10:30 AM

11:00 AM

11:30 AM

12:00 PM

12:30 PM

1:00 PM

1:30 PM

2:00 PM



# To Do List

## DAY OF PARTY TIMELINE

2:30 PM

3:00 PM

3:30 PM

4:00 PM

4:30 PM

5:00 PM

5:30 PM

6:00 PM

6:30 PM

7:00 PM

7:30 PM

8:00 PM

8:30 PM