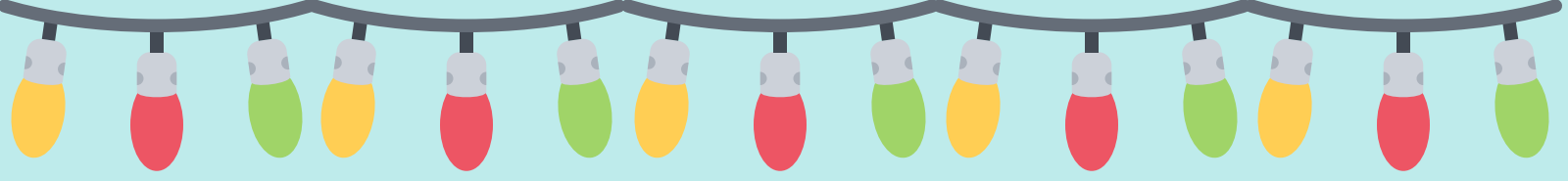


Christmas Party CHECKLIST



Planning a successful party takes lots of attention to detail and thinking ahead. Holiday parties have their own set of challenges! Use this handy checklist to make sure you're covered for your Christmas party this year!

DECOR

- ☐ Tables
- ☐ Chairs
- ☐ Tablecloths
- ☐ Bowls of ornaments
- ☐ Name cards
- ☐ Dim lighting
- ☐ Strings of lights
- ☐ Strands of garland
- ☐ Frosted windows
- ☐ Christmas music

REFRESHMENTS

- ☐ Drink station
- ☐ Buffet table
- ☐ Ice
- ☐ Cups
- ☐ Plates
- ☐ Napkins
- ☐ Utensils
- ☐ Serving platters
- ☐ Serving utensils

GAMES

- ☐ Cookie-decorating station
- ☐ Ornament-making station
- ☐ Holiday karaoke
- ☐ "Minute-to-Win-It" challenge
- ☐ "Bad Santa" gift swap
- ☐ Christmas charades
- ☐ Christmas movies

EXTRAS

- ☐ Trash bags
- ☐ Camera
- ☐ Video camera
- ☐ Bottle & wine openers
- ☐ Prizes for games
- ☐ Small gifts for guests



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