



How To Plan a Kick Ass Kids Birthday Party

PRINTABLE CHECKLIST

1 INVITES.

- Pick Out
 - Decide on e-vite or paper invite
- Create
- Gather e-mails (or addresses)
- Send

2 DECOR.

- Balloons
- Hanging Decor
- Signs (birthday)
- Flowers
- Table Decor
- Candy (or other supplemental decor)

3 FOOD.

- Decide on Food
 - Catered or Homemade (we catered)
- Buy Utensils
 - Plates
 - Silverware
- Salty/Sweet Snacks
- Cake
 - Design
 - Order
 - Pickup



4 DRINKS.

- Adult beverages
- Kids drinks
- Cups
- Straws

5 ACTIVITIES.

- Pick Activity
 - Decide on Location for Activity
- Purchase Activity Essentials
 - Example: Art Station
 - Posters
 - Crayons
 - Stickers

6 PARTY FAVORS.

- Buy Favors
 - Set budget
 - Decide on Gifts Based on Age-Group
- Buy Bags
- Buy Tissue Paper
- Wrap Them Up!

7 HOME PREP.

- Clean House
- Prep Yard
- Prep Any Area(s) Guest Will be Hanging Out

8 FAMILY OUTFIT.

- Have Fun With It!