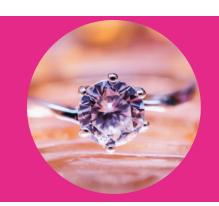
THE ENGAGEMENT PARTY



Pick a date		Confirm venue (if not at a home)
Choose a venue		Confirm details with caterer (if
Set your budget		required)
Write your guest list		Prepare a shopping list
Create a gift wish list in case people		Buy food and drinks (if required)
would like ideas		Make a plan to transport gifts home
Choose a theme/colour scheme		Clean the house (if party is at home)
Make a list of decorations, prizes and		Pick up the cake
props you will need		Pick up balloons
Make or order your invitations		Pick up flowers
Select a caterer or		Hang/set up/place decorations
Decide on a menu		Set tables
Order the cake		If at a venue, arrive earlier to check all
Send invitations		is in order
Confirm there will be enough tables		Create a space for gifts
and chairs		Chill the drinks
Buy decorations and props		Put out snacks (not cooked food)
Gather RSVP's	\cup	Do a final once over and you're good
Write out thank you notes and place		to go!
cards (if required)		