How To Plan A Pinterest Party Without Going Insane

1) FOCUS

What is the FOCUS of this party. i.e. which party aspect will you invest the most of your time in because you care about it most?

Cake

Games

Other activities

Decorations

Food

Something else:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2) IDEA KERNEL

General idea: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

More specific idea: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3) BRAINSTORM

Remember that you are done when you find yourself starting to repeat things, or when you sense that you are drifting away from your specific kernel.

Key keeper ideas from brainstorm:

4) DECORATIONS

* Remember that we’re trying to do this WITHOUT going insane, so unless decorations are your focus area, you can totally get away with just a decorated table.
* Remember that you only need THREE key items to make a food table look gorgeous: a backdrop, something for height, and something across the front.
* Remember to get your money’s worth out of that cake and include it as a centerpiece.

Backdrop: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Height element:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Front element: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Any other decorations:

5) MENU

*Consider:*

How many people are you feeding?

How much time will you have to cook in the month prior?

How much time will you have to cook on the day?

How many people do you have to help, both before and on the day?

Will you link the food into the theme, and if so, how?

MAIN COURSE

Main savoury: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Side 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Side 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Side 3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Side 4): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DESSERT

Cake: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Side 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Side 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Side 3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Side 4): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6) INVITATIONS

Unless invitations are part of your focus area, there’s no point spending money on them. Consider digital invites: you can get great access to free or nearly-free invitations through websites like PaperlessPost (which will also track RSVPs for you – I highly recommend this site), and you can make them yourself for free on Canva (look at PaperlessPost or other sites for inspiration) and then simply email out the invites.

Date to send invitations by (allow 6 weeks if possible): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guest list:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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7) RUN SHEET

* A nice, general rule of thumb is activity – eat – activity – cake cutting – activity – dessert – (activity).
* Cutting the cake before dessert means you won’t have the inevitable mountains of leftover cake because everyone’s too full to eat it!
* This rule-of-thumb guide often averages out to about half hour per item, giving a three-hour party.
* If activities are your focus area, you might want to include a few more, but be aware of how that will impact your time.

Order of Events:

8) BEFORE THE DAY

List of food to make/buy before the day:

|  |  |  |
| --- | --- | --- |
| Food Item | Who’s Making/Buying It | When To Make/Buy It  |
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List of activity and/or decorative items to make/buy before the day:

|  |  |  |
| --- | --- | --- |
| Food Item | Who’s Making/Buying It | When To Make/Buy It  |
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9) ON THE DAY

Timeline of when to get food ready:

Any other things to remember on the day: