LET'S PARTY

EVENT

DATE

BUDGET $ _____

THEME&COLORS

VENUE

CONTACT PHONE

BOOKED ☐ CONFIRMED ☐ COST $ PAID ☐

INVITATIONS # NEEDED ORDERED ☐

GUEST	RSVP #	GUEST	RSVP #
	☐		☐
	☐		☐
	☐		☐
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	☐		☐

DECOR&SUPPLIES INVITATIONS $

DECOR $

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ACTIVITIES

☐

☐

☐

MENU

TO DO&BUY

DATE

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MISC COST $

VENDOR INFO

VENDOR CONTACT PHONE

BOOKED ☐ CONFIRMED ☐ COST $ PAID ☐

VENDOR CONTACT PHONE

BOOKED ☐ CONFIRMED ☐ COST $ PAID ☐

VENDOR CONTACT PHONE

BOOKED ☐ CONFIRMED ☐ COST $ PAID ☐