

Party Planning Worksheet

Purpose of Party:

Guest of Honor:

Theme:

of Guests:

Ages of Guests:

Date:

Time:

Location:

Guest List:

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Party Planning Worksheet

Party Stuff	Items Needed	Amount Needed	Anticipated Cost	Begin Preparing By
Piñata				
Invitations				
Cake				
Decorations				
Costumes				
Refreshments				
Games & Activities				
Crafts				
Take Home Gifts				

