

THE BAER MINIMALIST'S *Party Prep Checklist*

CONFIRMED DETAILS

OCCASION:

DATE:

TIME:

BUDGET:

LOCATION:

GUEST COUNT:

NOTES

- Decide on a Theme
- Set Date + Time
- Determine Budget
- Confirm Venue
- Create Guest List
- Decide on Menu
- Create Grocery List
- Order Invites
- Plan Decor
- Order Tables/Chairs/Linens
- Pull Estimates from Vendors
- Craft DIY Decorations
- Order Flower Arrangements
- Place Grocery Order for Food
- Clean + Decorate House
- Set Out Platters + Glassware
- Create Labels for Food + Drink
- Run Final Errands
- Set Tables
- Prep + Cook
- Stock Bathrooms
- Unload Dishwasher
- Do Last Minute Straightening
- Pour a Glass of Wine
- Greet Guests + Enjoy!

