

The Ultimate Graduation

Party Checklist

Hey Friend!

I'm Jenna, your go to girl when it comes to all things graduation. Helping you celebrate these huge life accomplishments with ease.

First of all, **Congratulations** on graduating. That's amazing! All of your hard work, late nights and examination stress was worth it. Now it's time to celebrate.

Planning a graduation party can be quite the task. Especially if you're planning on inviting a large guest list. That's why I created this Graduation party checklist to make it a breeze!

This list is a life-saver and will help you **plan in hours**, giving you more time enjoy the things you love.



Graduation Party Checklist

4+ Months Before

- Create your budget
- Pick a date and time
- Make a guest list
- Search for a venue
- Choose an overall theme
- Message party planners
- Book hair & makeup

3 Months Before

- Book a Venue
- Book tent, table and chair rentals
- Book a caterer
- Create a menu
- Order speciality desserts
- Hire Entertainment
- Make or order invitations

2 Months Before

- Send out Invitations
- Create a party song playlist
- Order Party Decorations
- Follow up with Venue & Caterer
- Follow up with rentals
- Create and order custom decor
- Make slideshow+Photo boards
- Choose and order party favors

1 Month Before

- Follow up with Desserts
- Finalize Menu
- Make grocery List
- Organize plates and cutlery
- Order or Purchase Balloons
- Order Flowers

1-2 Weeks Before

- Review RSVPs
- Contact unresponsive guests
- Final confirmation on vendors
- Create a seating chart
- Create a floor plan
- Make centrepieces
- Purchase non-persihable food
- Print party games & banners
- Shop for your party outfit

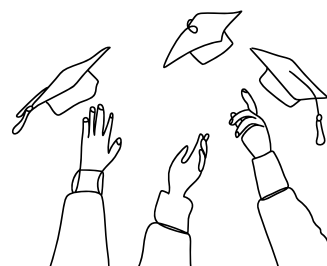
1-2 Days Before

- Clean your home (inside & out)
- Set up tables and cutlery
- Set up Party Decorations
- Confirm timing with Caterer
- Set up recycle and trash
- Prepare make ahead food
- Set up card table and guest book
- Setup photo wall
- Charge all electronics

Day of the Party!

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- Last minute tidy up
- Get Ready
- Play Music
- Pick up any food & decor
- Set up drink station
- Prepare any food
- Buy ice
- Do a final review
- HAVE FUN!



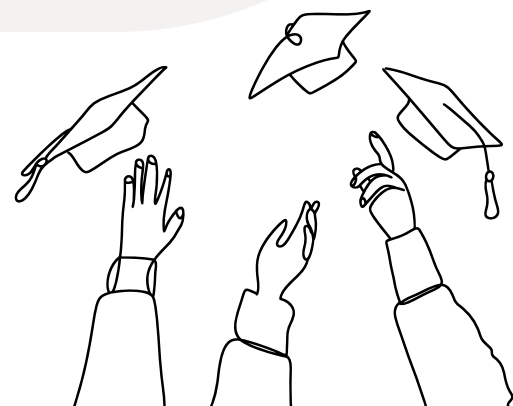
Graduation Party Checklist

Tips & Tricks



Throwing a Graduation party is not an easy task, that's why I wanted to round up some **helpful tips and tricks**, that will help your party run smoothly. That way you can sit back, relax and celebrate your **huge accomplishment!**

- Do not plan your Graduation party on the same day you graduate. It's going to be too much to organize
- Make sure you get plenty of ice for your guests
- Having a theme makes decorating a lot easier, even if it's just a color. It's best to make it the starting point when planning
- Put your guest book at the entrance, so everyone can sign it
- Make sure to take lots of pictures and enjoy your party!



Graduation Party Recipes!



If you're planning on preparing food and desserts for your Graduation party, I wanted to share some wonderful recipes that are **easy for guests to eat and quick to prepare!**

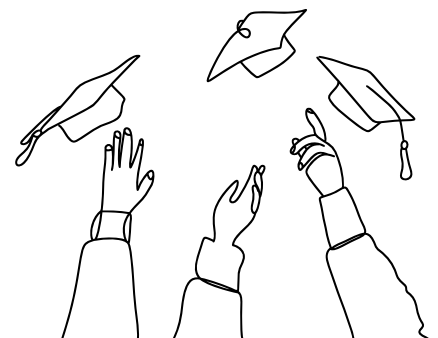
From sweet to savoury, all of these recipes are sure to impress and are fast to clean up. **Click on the link** to each recipe for detailed instructions.

Bacon Wrapped Shrimp

Ingredients

- 8 strips of bacon
- 24 medium sage leaves
- 24 large shrimp

For detailed instructions see:
[Kelly Neil](#)



Graduation Party Checklist Recipes!

Walking S'more Cups

Ingredients

- 5.1 ounce box instant chocolate pudding
- 2 cups of milk
- 10 packages of single serve teddy grams
- 1 1/2 cups mini marshmallows
- 3 Hershey chocolate bars

For detailed instructions see:
[Princess Pinky Girl](#)



Meatball Poppers

Ingredients

- 40 meatballs (fresh or frozen)
- 8 oz of mozzarella grated
- 1 cup of marinara
- fresh minced parsley

For detailed instructions see:
[Yellow Bliss Road](#)



Get More Graduation Content



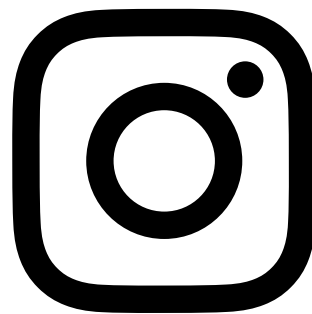
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