

# *A Happy Hostess*

Party Servers & Bartender Service

## *Party Planning Checklist*

- ✓ Invitations
- ✓ Decorations & flowers
- ✓ Small/large napkins
- ✓ Small/large plates
- ✓ Cups (plastic & glass)
- ✓ Serving trays/utensils
- ✓ Sharp knife
- ✓ Doilies
- ✓ Coffee & tea (decaf & regular)
- ✓ Paper towels
- ✓ Dish towels/pot holders
- ✓ Foil, plastic wrap, containers
- ✓ Trash bags