



# BUDGET CHECKLIST



## FOR A KIDS' BIRTHDAY PARTY

### 1-2 WEEKS BEFORE

- Choose a simple theme (or skip it!)
- Set a total budget + guest count
- Make guest list + send free invites
- Plan 1-2 simple activities
- Check what you already have at home

### 5-7 DAYS BEFORE

- Buy food and paper goods
- Gather last-minute supplies
- Choose easy, low-cost favors (or skip)
- Plan a simple menu (pizza + snacks)
- Borrow anything you can

### 2-3 DAYS BEFORE

- Make or prep any DIY decorations
- Prep food ahead of time
- Put together favors (if having them)
- Write activity plan or game list
- Gather supplies for activities

### 1 DAY BEFORE

- Clean main party areas
- Set up tables + serving area
- Hang decorations
- Double-check food, drinks + supplies
- Put out anything that can sit overnight

### MORNING OF PARTY

- Add finishing touches to decor
- Prep and arrange food + drinks
- Set up activity areas
- Put candles, lighter, and cake tools out
- Take a few minutes to breathe

### SIMPLE PARTY TIMELINE

- 0:00-0:15 → Guests arrive + free play
- 0:15-0:40 → Main activity or game
- 0:40-1:00 → Food + snacks
- 1:00-1:20 → Free play/second activity
- 1:20-1:30 → Cake + wrap-up