



MEMORIAL DAY

party checklist

1-2 WEEKS BEFORE

- Decide a budget
- Choose date, time, and guest list.
- Send invitations
- Plan a party menu
- Clean outdoor furniture

5-7 DAYS BEFORE

- Confirm guest count
- Buy food and drinks
- Order party supplies + decor
- Gather serving trays
- Check grill / outdoor equipment

2-3 DAYS BEFORE

- Go grocery shopping
- Prepare make-ahead dishes
- Wash and cut fruit and veggies
- Pick up any last-minute items
- Finish any DIY decor

1 DAY BEFORE

- Buy ice
- Gather serving pieces / plates / cups
- Set out supplies + decorations
- Make a music playlist
- Clean bathrooms

MORNING OF PARTY

- Set up tables + chairs
- Decorate the party space
- Do any last minute cooking
- Set out food + drinks
- Set up games + activity areas
- Fill coolers with ice
- Set up drink station
- Cut garnish for drinks
- Fire up the grill
- Turn on music + welcome guests

