

**Your child's Birthday Party is the one day of the year they look forward to the most. Make your child's birthday party a memorable one.**

Birthday Party Hints:

1. Book your entertainment at least 2 to 3 months in advance.
2. Send out your invitations 4 to 5 weeks in advance.
3. Shop for the following 3 weeks before the party:
  - a. Party ware: napkins, plates, cups, table cloths, cutlery, etc.
  - b. Decorations: Party blowers, hats, streamers, banners, etc.
  - c. Favor bags: traditionally 3-5 items per set, plus candy or another treat.
  - d. List of activities/games: Activity items, craft art supplies, prizes for games, etc.
  - e. List of food: Cake, drinks & ice, food for a meal, ice cream, snacks, etc.
  - f. Miscellaneous: Batteries, cake candles & matches, cake platter & serving knife, bowls, extra table & chairs, ice bucket, camera, etc.
  - g. Thank you notes.
4. A week before the party, follow up with the guests who have not responded back to you, so you can know your final count attending the party.
5. Tie balloons to the mailbox.
6. Prior to the guests arriving, be sure your pet is placed in another room not accessible to the kids.
7. If you have some off limits areas in your home, be sure to keep those doors shut and the lights out.
8. If parents are staying for the party, ask if they would mind helping, this can save you some time.
9. Once the Magic Show begins please do not serve any food and take plenty of pictures.
10. Always know where your camera is.
11. And, always know where your birthday candles are with matches.