

# Questions to Help You Get Started



Task	Completed
1. Who is the party for?	
2. What is the party celebrating?	
3. Will there be adults, children, teens, or a combination in attendance?	
4. How many people do you ideally want at the party?	
5. How important is it to have a count on the exact number of guests who arrive?	
6. Is there a definite end time, or is the end time open?	
7. Will the party be indoors or outside? Is it at your home or a rented or public venue?	
8. Are you providing a meal, or finger foods?	
9. Will alcohol be served?	
10. What other beverages will be served?	