

## Your printable party schedule

To keep organized, it's a good idea to have a master plan that's flexible and can be changed based on what the kids want to do. Here's an example to help you create your schedule.

### Getting started

Arrival of guests: Time: \_\_\_\_\_ (4:30 p.m. for example)

Party rules explained: Time: \_\_\_\_\_ (5:00 p.m. for example)

Dinner: Time: \_\_\_\_\_ (5:30 p.m. for example)

Food reminders and notes (eg. allergies, dinner activities): \_\_\_\_\_  
\_\_\_\_\_

### Activities:

(See our article, "Lights Out!" in the Kaboose Parties section for some fun ideas, i.e. scavenger hunt, Glam Girl Party, make s'mores, watch a movie)

1. Activity 1: \_\_\_\_\_ Time: \_\_\_\_\_

2. Activity 2: \_\_\_\_\_ Time: \_\_\_\_\_

3. Activity 3: \_\_\_\_\_ Time: \_\_\_\_\_

4. Activity 4: \_\_\_\_\_ Time: \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_

### The main event:

Sleeping space created: Time: \_\_\_\_\_ (9 p.m. for example)

"Dim Lights": Time: \_\_\_\_\_ (10:30 p.m. for example)

"Lights Out": Time: \_\_\_\_\_ (11 p.m. for example)

Notes: \_\_\_\_\_  
\_\_\_\_\_

### The next day:

Breakfast: Time: \_\_\_\_\_ (9 a.m. for example)

Food reminders and notes (eg. allergies, breakfast activities): \_\_\_\_\_  
\_\_\_\_\_

Pick-up: Time: \_\_\_\_\_ (10 a.m. for example)