

GROOVES BIRTHDAY & SPECIAL EVENT PARTY CHECKLIST

- Invitations (included in cost of Birthday Parties; optional for other parties)
- Cake, cupcakes, pies, etc.
- Ice Cream/Hoodsies (you provide cooler)
- Snacks and Munchies
- Other Food Items (pizza, etc. if serving lunch or dinner)
- Beverages (juice boxes, bottles waters, etc.; you provide cooler)
- Service Utensils
 - Large serving bowls (for snacks)
 - Plastic/paper plates, bowls
 - Napkins
 - Forks/spoons
 - Cups
 - Cake server
 - Ice cream scoop/spoon
- Candles and matches/lighter
- Decorations (no piñatas, please)
 - Tablecloths (not necessary; 6' banquet tables that seat up to 8)
 - Balloons
 - Streamers
- Favor Bags (plus GROOVES discount coupon, provided)
- Camera/video camera
- Thank You notes (Grooves can provide for additional fee)
- Family & Friends!!

Additional Considerations for

ADULT PARTIES (Birthday, Bachelorette, Milestones)

- Invitations (GROOVES can provide for additional fee)
- Caterer
- Food/Beverages (and coolers, as necessary)
- Tables/Chairs
- Decorations
- DJ/Entertainment
- Set-up/Breakdown
- Thank You notes (GROOVES can provide for additional fee)