THE QUICK CELEBRATION PLANNER

Let's Make a Thing of It

Big gathering or tiny excuse to celebrate? Give it a plan without giving it your whole week.

THE BASICS

Start with the actual plan

WHAT ARE WE CELEBRATING?

DATE + TIME

WHERE?

WHO IS COMING?

WHAT SHOULD IT FEEL LIKE?

Not what Pinterest thinks. What do you want people to actually remember?

THE ONE FEELING OR DETAIL I CARE ABOUT MOST

- ☐ Cozy
- ☐ Playful
- ☐ A little fancy
- ☐ Low-key

THE BIG THREE

Keep it simple on purpose

01 SOMETHING TO EAT

Food, drinks, or a favorite treat

02 SOMETHING TO DO

A game, a toast, or just time together

03 ONE PERSONAL TOUCH

A tiny detail that feels like them

REAL-LIFE SPENDING LIMIT

MY TOTAL BUDGET

$

ALREADY HAVE / CAN BORROW

NEED TO PURCHASE

THE QUICK CELEBRATION PLANNER

30 Minutes, Then Done

Three ten-minute passes. A realistic plan is better than an elaborate one that never happens.

10 MIN | DECIDE

What matters most?

- [ ] Name the occasion and the guest list.
- [ ] Choose a comfortable spending limit.
- [ ] Pick one detail worth making special.

10 MIN | SHOP YOUR HOME

Use what you have first.

- [ ] Check serving pieces, vases, linens and lights.
- [ ] Look for supplies you can reuse or borrow.
- [ ] Write down only what is actually missing.

10 MIN | MAKE THE PLAN

Delegate, schedule, stop scrolling.

- [ ] Send invitations or a group text.
- [ ] Choose food and one simple activity.
- [ ] Put three prep reminders on the calendar.

THE TINY TIMELINE

Just the things that need doing

BEFORE

A DAY OR TWO BEFORE

THE DAY OF

A note from Eighth & Ever: the people will remember how it felt, not whether you matched every napkin.