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SPRING PLAYGROUND

PARTY IN!

Your ultimate guide to planning a fantastic (and painless) Christmas or New Year party **Text: Alleen Lai**

IT'S always a great idea to have friends convene for an intimate gathering during the festive season, but some people might want to take it a notch higher and plan a full-fledged party.

Planning a party is actually not that difficult. All it takes is a clear direction of what you want to achieve and a well-thought-out plan on how to execute it. For the classics, we get something from party planning experts, Shelley Ish from FunkyLove Singapore.

THEME
Start by thinking of a coherent party theme which will have a cheap and positive message to your guests. You can have anything from an adult party before partygoers come in for a night of clubbing and adult parties, to Old School Faves (where your guests come dressed in a dress outfit like school days), or even

extreme costume parties with guests dressing up as Star Wars, Sesame Street, Disney characters. People love something new, but make sure that your guests understand the theme and know how to dress accordingly.

INVITATION
Create your invitations to go with your theme. You can create invitations in your chosen party colours or come up with personalised card which always looks better. You can add photos of yourself, your family or festive elements. Basic information to include are the date and time of the party, venue, and the party or colour theme. Do include a map of how to get there to make sure no one loses his way.

AMBIENCE & DECOR
The mood of a party depends on how you dress up your party venue. Think of the five senses (sight, hearing, smell, taste and touch), there are some pointers:

- Always have a colour theme. Red and green for a traditional Christmas or silver and blue for White Christmas. Red is a safe choice.
- Party decorations such as balloons, streamers and banners are basic essentials. Get a party gift bag with party supplies, party hats, ornaments, etc. All that that symbolise the theme, such as a small light saber if you are having a Star Wars theme party. You can also have items. Hundreds of each just on the day of the party and add this photo to their gift bag. Make sure that your decorations follow your theme all well to ensure consistency.
- Tables and chairs feature in every party setting provide an elegant touch and a lovely accent to create the right ambience. Decorate with your favourite flowers or choose colours in the colour of your theme.
- Other than flowers, you may add something to enhance the overall look at the party venue. Place candles in paper holders (not out of the way of children in your party).
- The night lighting can be created by having candles, or by making some adjustments to your usual lighting at home.

FOOD & BEVERAGE
Remember your theme when deciding on the edibles as well. If you are having a casual food, a simple addition will be to create themed names for your food and drink items. Food catering is successful if you have more than 25 guests. This then is your time for preparing party matters if you are doing the planning yourself. Looking for a large crowd will leave you exhausted before the party even begins.

ENTERTAINMENT & GAMES
The last thing you want is for your guests to be bored, feeling bored and bored. Suitable good party, consider engaging a live musician or a two-piece band that plays jazz, rock or anything to your preference. Invest in a region of favor and/or decor. Items like this is a lot. For children's parties, games show, more letters and expert shows are always possible.

Your Party Planning Checklist

2 weeks before

- ☐ Get in touch with your party planner (helpful for what party you)
- ☐ Get your decorations, but don't forget! Explicitly, the party favours, to about 100 or 200 per cent of what you need, as you will have to give out 200 percent more people in your invitation.
- ☐ Decide on your theme. If you didn't have one.
- ☐ Get your party venue. If you didn't have one.
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1 week before

- ☐ Get your party venue. If you didn't have one.
- ☐ Get your party venue. If you didn't have one.
- ☐ Get your party venue. If you didn't have one.

Day of the party

- ☐ Get your party venue. If you didn't have one.
- ☐ Get your party venue. If you didn't have one.
- ☐ Get your party venue. If you didn't have one.

