



# Bunco Party To Do List

2 weeks before Bunco

MUSIC PLAYLIST: Background music isn't a must at bunco (because of all the talking that goes on! Lol) but, especially a themed bunco party, it can add to the experience. Consider putting together a playlist of theme music.

What music works for your theme? \_\_\_\_\_

How will you create your playlist? \_\_\_\_\_

PARKING PROBLEMS? Call the neighbors and let them know you'll be hosting a party and ask if they would mind moving their cars that night so your guests don't have to walk 2 blocks to get to your place.

List out the neighbors you need to call. \_\_\_\_\_

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MAIL INVITES if you've chosen to use printed invites.

FOOD: Start buying some of the party groceries, such as table snacks or ingredients for things you are making.

List out items. \_\_\_\_\_

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If you've chosen the catering route, verify your order to be sure everything's just right. If it's not you'll catch it early enough to fix it!

WHAT ELSE? Use the remaining lines to add items that are specific to you and your party.

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# Bunco Party To Do List

## 1 week before Bunco

- EMAIL INVITE: Send an email to everyone (if you didn't go the snail mail route...or in addition to that). Don't forget to include the day & time of the party and your address, and directions, if needed. Also, remind them to let you know if they can't make it so you can get a sub.
- Did you hear back from anyone needing a sub? \_\_\_\_\_
- If needed, line up a sub. Who did you get? \_\_\_\_\_
- CLEAN THE HOUSE! Or hire someone to do it for you! A clean house makes your guests feel like you care. Save the bathroom and kitchen for closer to the party.
- Buy or borrow enough tables and chairs for everyone. If you're just starting out it's a good idea to own at least one card table and chairs set. You can probably borrow the other. ;)
- List items you feel need cleaned prior to the party.  
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- SHOP & PREP FOOD: Based on the menu you've chosen, create a grocery list and shop.
- Don't forget to add plates, napkins, plastic forks, cups, etc. to your list if you don't want to mess with the dishes after.
- Once you've got all your ingredients start cooking!
- If you're cutting veggies or fruit wait until party day...that stuff doesn't keep that well in the frig.
- Make sure if you're making something that has to chill overnight that you make it ahead! ;)
- TEST THE EQUIPMENT! If you're renting or borrowing (or if you haven't used your stuff in a long time) test it out before party day. You don't need the extra stress of stuff not working when you need it to. This applies to not only the kitchen stuff but also any electronics, etc. you may be using.
- Everything working? \_\_\_\_\_

# Bunco Party To Do List

## BUNCO Party Day!

- FINISH FOOD: Put any last minute food items together and get them ready to be served.
- Put table snacks in bowls and any other serving items that don't need to be hot or cold.
- Cut up fruit and veggies, if you're serving them...or anything you saved for last minute. (Stuff that doesn't do well done ahead.)
- TOUCH UP! Right before your guest arrive, give the bathroom and kitchen a quick once over.
- Make a list of last minute chores: \_\_\_\_\_

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- Don't forget to give the tables and chairs a wipe down. It's probably been a while since you've used them! ;)
- SET THE STAGE! Get your tables set up for play including the score cards, tally sheets, pens, dice, and table snacks. (You can set them up a day or two before, if you have the room...just wait until party day to put out the table snacks.)
- ENJOY YOUR PARTY! By party day you should have most of the stressful stuff done and be able to enjoy yourself. Just remember, even if you forget something or stuff goes wrong, no one cares and everyone will still have a nice time...just let it go and have fun!
- WHAT ELSE? Use the remaining lines to add items that are specific to you and your party.

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