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|  | Party Planning Checklist🎈 |  |
|  | **CHECKLIST** |  | **PARTY DETAILS** |  |
|  | *ONE MONTH PRIOR* |  | *DATE & TIME* | *PLACE* | *BUDGET* |  |
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|  |[ ]   |  | **SHOPPING LIST** |  |
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|  | *ONE WEEK PRIOR* |  |[ ]   |[ ]   |[ ]   |  |
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|  |[ ]   |  | **GUEST LIST** |  |
|  |[ ]   |  |  |  |
|  | *DAY BEFORE* |  |[ ]   |[ ]   |[ ]   |  |
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|  |[ ]   |  | **VENDORS / ENTERTAINMENT** |  |
|  | *DAY OF* |  |  |  |
|  |[ ]   |  | *NAME* | *PRICE* | *NOTES* |  |
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