

During Christmastime, we often find ourselves running from one place to the next. Between work, decorating, and purchasing gifts, we sometimes forget it's a celebration. Whether planning a party, sending Christmas cards, or just keeping up with your daily calendar, here are a couple of tools we hope will be helpful. If you prefer to not tear sheets from your magazine, download these pages at *hoffmanmedia* .com/celebrate.

#### Party Theme

Date:

#### Getting It Together Before the Party

Time:	<b>3–4 weeks before:</b> Send out invitations. <b>1 week before:</b> Plan menu.			
Place:	3 days before:	Shop for food.		
	2 days before:	Prepare any foods that can be		
Dress:		made ahead.		
	1 day before:	Set table, select music, clean		
Given by:		house.		
	Party Day:	Finish preparing food.		

#### HAVE FUN!

#### **Guest List**

Write your party invitation list. Include street and e-mail addresses and phone numbers.

Phyllis Hoffman Celebrate

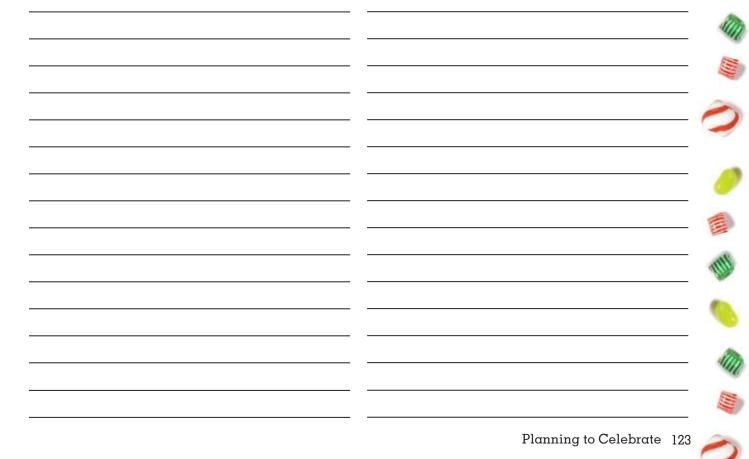
### **Music Selections**

Select music to match your party theme.

# Flower or Centerpiece Ideas

List ideas for flowers or centerpieces to go with the theme of the party.

# Menu & Shopping List Select your favorite recipes, and jot down the items you need.





## Christmas Card List

Names	Addresses				

# December 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6 Saint Nicholas Day	7	8	9	10	11	12 Hanukkah Begins Poinsettia Day
13	14	15	16	17	18	19
20	21 First Day of Winter	22	23	24 Christmas Eve	25 Christmas Day	26 Kwanzaa Begins
27	28	29	30	31 New Year's Eve		

