

Party Planning with E's

by Donna Duffy

DREAM:

- **Envision** the party and all the parts that will make up the whole.
"Begin with the end in mind"
- **Embrace** each part of the planning so that it becomes a memory in itself not just an item to check off of a to-do list.
- **Engage** all of your senses and create on paper how you would like the party to be—menu, theme, decorations, music, etc
- **Enable** creativity to sit in the driver's seat while you brainstorm about the event

CELEBRATE:

- **Enter** the celebration with great expectation; this a moment to be treasured in the midst of all the activity
- **Enlist** the help of those who will keep things moving throughout the event; someone you can lean on and count on
- **Encourage** guests to help themselves and get things moving; make introductions and associations to help break the ice
- **Enjoy** the party; be the hostess and the guest-- connect with those who've come to celebrate with you
- **Establish** a timeline for when you want things to take place during your party
- **Endure** changes as they come by keeping a flexible, open-minded attitude

REMEMBER:

- **Energize** yourself by taking a few minutes away from the hubbub
- **Enhance** the memory of the occasion by capturing the moment in picture, on DVD, etc
- **Enrich** this treasured time—make sure you get time with people and build memories together
- **Entrust** your party to planner if it gets too overwhelming, you need an extra pair of hands or just need help thinking through your ideas