



ULTIMATE GRADUATION PARTY

PLANNING GUIDE

DATE AND TIME

- Choose a date and time – coordinate with graduate’s closest friends to avoid duplicate events
- June is the busiest month for parties –holding yours in May or later in the summer will ensure stronger attendance
- Party should range from about 3- 5 hours

BUDGET

- The average cost is \$670 for a grad party
- Utilize the **Prestige Budget Planner** to create the party you want

THEMES AND DECORATIONS

- Choose a theme with your graduate – one that reflects their interests and activities
 - 63% of graduation parties include school colors
- Decoration ideas are limitless:
 - Balloons, banners, centerpieces, table covers, candles, personalized candies, guest books and senior signature boards
 - Photographs, awards, certificates and newspaper clippings are a great way to decorate your graduation party
 - Use photographs of your senior at all ages
- Pictures can be displayed with
 - Digital photo books
 - School pictures and candid family images
 - Poster-sized standee of your graduate
 - Scrapbooks

ANNOUNCEMENTS, SAVE THE DATE AND THANK YOU CARDS

- Prestige offers 16 customizable graduation announcements, eight thank you cards, and six save the date cards to help you create a party that reflects your personality and style
- Save the date cards inform out-of-town guests about the event
- Send up these up to six weeks prior to give enough time to make travel arrangements
- Graduation announcements should be sent a month in advance of your party’s date
- Envelope seals and return address labels are available to provide a cohesive look with your graduation announcements and thank you cards
- When putting the information together for your graduation invite, include:
 - Date, time and location
 - Directions and maps



- RSVP (if applicable)
- Your contact information
- Thank you cards should be completed and sent within four weeks of your graduate's party
- Prestige has eight unique designs that can be customized with a note
- See the **Thank You Cards** for more information and tips on how to write a meaningful note

FOOD AND BEVERAGES

- When planning the menu, consider foods that fit your party's:
 - Timeframe
 - Theme
 - Favorites of your graduate
- Hire a caterer if your budget permits
- Brunch Ideas:
 - Bagels, pancakes, doughnuts, sausage, bacon, eggs, fruit, coffee bar
- Afternoon and Evening Events:
 - Pizzas with different toppings
 - BBQ sandwiches, ribs and chicken with coleslaw, chips, baked beans
 - Taco bar
 - Hoagie or sandwich bar
 - Lasagna or a pasta bar with salad and breadsticks
- Dessert:
 - Graduation cupcakes with icing in your school's colors
 - Customized cakes
 - Candy bars with personalized wrappers
 - S'mores over a fire pit
 - Ice cream sundae bar
 - Trays of your graduate's favorite cookies
 - Root beer floats
 - Cheesecakes with a variety of toppings
- Drinks:
 - Water
 - Punch bowl
 - Soda

ENTERTAINMENT

- If hiring entertainment make sure to book this in advance
- Musical options include:
 - DJ
 - Live band
 - Karaoke
 - Favorite playlist (Lyrics should be appropriate for all guests)
- Low-cost alternatives include
 - Yard games
 - Board games

PHOTOGRAPHY

- If your budget allows, you could hire a professional and get some great all-family portraits done at the same time
- A low cost alternative is to ask a friend or relative to take photos

PARTY FAVORS

- Party favors are a way to provide your guests with a memento from the occasion
 - Status card or wallet image
 - Personalized cookies or candies

RENTAL EQUIPMENT

- Fun examples of rental equipment may include:
 - Chocolate Fountains
 - Dunk Tank
 - Food Carts
 - Photo Booth

