



# ULTIMATE GRADUATION PARTY

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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

