

The Ultimate Dinner Party Checklist

presented by **LA CREMA**

1 MONTH BEFORE:

- Choose a theme
- Prepare your guest list
- Verify dates in case of conflicts
- Send out invitations –mail, email, Facebook invite, phone, etc.
- Plan the party flow—cocktail hour, dinner, after-dinner
- Start looking at menu ideas
- Test any new recipes

2 WEEKS BEFORE:

- Figure out how many table settings are needed for those who RSVP'd
- Stock up on wine and beverages – like alcohol, mixers, sparkling water, coffee and tea
- Make a detailed shopping list and cooking schedule
- Start any DIYs you want to do—like place cards, napkin holders, etc.
- Curate your music playlist to set the mood
- Plan and purchase décor to match your theme

1 WEEK BEFORE:

- Tidy up the house
- Make sure you have enough serveware, tableware, and glassware to accommodate your guests
- Make space in the refrigerator and freezer
- Create a seating plan
- Send follow ups—make sure everyone RSVPs and remembers the date, and remind them of the theme if you have one

3 DAYS BEFORE:

- Arrange the furniture
- Stowaway items that you don't want guests to see
- Do the actual grocery shopping for the dinner
- Figure out where you want the coat room to be
- Make sure you have guest hand towels and plenty of toilet paper stocked in the bathroom

1 DAY BEFORE:

- Set the table
- Start cooking prep—washing, dicing, marinating, chopping, anything that can be done beforehand
- Last minute cleaning and touch ups

DAY OF:

- Get extra ice
- Make sure the dishwasher is empty
- Chill white wine at least 3 hours before guests arrive
- Do last minute decoration set-ups – light the candles, buy fresh flowers, etc.
- Turn on the music
- Change into your party outfit
- Finish cooking your dishes
- Enjoy!