

# HOST PLANNING KIT

Congratulations! You are on your way to having a memorable wine experience. This Planning Kit is designed to guide you through planning the perfect party! Enjoy!

## Getting Started

- Create a guest list.
- Set your Party and/or Food Theme.
- Decide if you will provide food and water or share this responsibility with guests.
- Create Invitations (with document provided by your consultant).
- Email or Mail Invitations.
- Call to confirm RSVP's. Remind invited guests you only have room for 12 people.

## Party Suggestions

- Couples Party
- Girls Night "In"
- Dudes without Dames
- Birthday
- Anniversary
- Bachelorette Party
- Bachelor Party
- Engagement Party
- Rehearsal Dinner
- Wedding
- Graduation
- Any Celebration or Just Because!

## Who Should I Invite?

- Family
- Friends
- Neighbors
- Co-workers
- Hair Stylist
- Acquaintances from Organizations
- Friends from Networking Groups
- Parents of your children's friends
- Teachers or Coaches
- Banker
- Doctor/Dentist
- Social Media Group
- Gym/Yoga Instructors
- Nutritionist

## Responsibilities

- Provide the event venue.
- Arrange shipment or pick up of the wine for the scheduled date.
- Supply glasses for the number of guests invited to the tasting.
- Provide 2 bags or 10lbs. of ice for white wines.
- Pre-chill white and sparkling wines in the refrigerator prior to the consultants arrival.
- Be prepared for wine consultant to arrive one hour prior to the wine tasting.

## Guest List

Name	Yes	No	Maybe
1. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>