

# Housewarming Party Checklist

By Nicole Nichols-West

## ☐ Planning

- ☐ Set a budget for the party.
- ☐ Make a guest list - include close friends as well as new neighbors.
- ☐ Send out invitations or do the inviting over the phone.
- ☐ Specify 'no gifts' on the invitation.
- ☐ Keep track of RSVPs so you know how many guests will be coming.
- ☐ Be certain to provide good directions.
- ☐ Make a shopping list.
- ☐ Consider a finger food menu - serve different choices in each room.
- ☐ Get mineral water or soft drinks for people who do not drink alcoholic beverages.
- ☐ Try to prepare the food on the day of the Housewarming Party.
- ☐ Make sure that you clean your new house before the party.
- ☐ Plan the games or other activities.

## ☐ The Party

- ☐ Do last-minute things such as light candles, turn on music or set out appetizers just before guests arrive.
- ☐ As guests arrive provide them with a beverage.
- ☐ Give your guests a tour of the home.
- ☐ Be careful that everyone is introduced with a brief explanation of his or her relationship to you.
- ☐ Always be available to answer questions about the house or neighborhood.
- ☐ Be sure to take plenty of memorable photos.
- ☐ Express thanks to the guests for coming.
- ☐ If you have received housewarming gifts, then always open the presents after the guests have departed.