

Your Sweet 16 Birthday Checklist

Sweet Sixteen is a once in a lifetime moment in your life and what better way to celebrate it, then with a Sweet 16 club style bash! Below are some AWESOME ideas and a helpful checklist to assist with planning YOUR party to remember!

Checklist for your Sweet 16 Event:

1. Determine number of guests to invite
2. Choose a theme & Call DJ Tom Foster @ Spinner Productions, 518-843-2765
3. Choose a party location (home, banquet hall, etc.)
4. Choose a party menu and Catering company
5. Purchase invitations and mail out at least 4 weeks prior
6. Purchase decorations and party favors or have your entertainment Company do it!
7. Choose party attire & Find a Dress
8. Schedule appointment for salon for morning of party for hair/makeup
9. Order birthday cake and catering if applicable
10. Ask friends and family to help with decorating and set up (sort-of a pre-party party)
11. DJ Tom will arrive at least 1 hour prior to event start.
12. Salon for hair and makeup
13. PARTY!

Other great tips and ideas:

- * Try a theme: Lounge, Club, Hollywood, luau, bowling, fiesta, pool party, a psychedelic 60's bash, or even a Mardi Gras theme!
- * Serve non-alcoholic cocktails garnished with whipped cream, cherries, orange slices, and the like
- * Hand out feather boas and tiaras to girlfriends as party favors.
- * Hire a Professional Disc Jockey (Spinner Productions, 518-843-2765) that is insured & has radio edits of the music you want.
- * Hire a Photographer for great candid shots for your scrapbook!
- * Hire a professional to teach party guests a particular dance, ie: Bollywood Indian, Salsa, Belly Dancing, Hula Dancing, etc.
- * Hire a Photo booth, Photo montage, fortune teller, Caricature artist, Plasmas, MTV Videos, or even a henna tattoo artist...



- * Order a cake using an image from when the guest of honor was a small tot.
- * Serve finger food, such as, chocolate covered strawberries, seven layer taco dip, pot-stickers, mini-pizzas.
- * Have a blender handy for making up non-alcoholic drinks and smoothies, garnish with mini umbrellas and fruit.
- * Forget your camera! Let the Semi-Pro photographer do their job! What a fun scrapbook it will make with the Great Photos they take!

*Up-lighting is Huge at Sweet 16's now! They are colored lights that are placed around the room splashing light up the walls in various places!

*Monograms of your name in Lights is another idea that can personalize your Sweet 16 party! Call DJ Tom Foster for your FREE Sweet 16 Birthday Consultation and other ideas as well!

Call DJ Tom Foster, Spinner Productions
Professional disc jockey service
For your **FREE Sweet 16 Birthday Consultation**
518-843-2765 www.1dj4u.com

