party-planning

GUEST LIST

Date & Time: _____ **Occasion:** _____

Location: _____ **Theme:** _____

name	address or email	phone	invite sent	RSVP'd?	gift received*

Date invites sent: _____ **RSVPs due:** _____ **Number of guests attending:** _____

www.tastefullysimple.com/entertaining

*Record any gifts received and reference when sending thank you notes.

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