

Date: _____ **Time:** _____
Location: _____

Supplies		

Food & Beverages		

Activities		

APPETIZERS

ENTREES

SIDES

DESSERTS

BEVERAGES

[illegible]

BREAKFAST	
LUNCH	
DINNER	

LUNCH	
○	_____
DINNER	
○	_____

DINNER

AFTERNOON

○ _____

○ _____

○ _____

○ _____

○ _____

PARTIES/EVENTS	
○	_____
○	_____
○	_____
○	_____
○	_____

NIGHT	
○	
○	
○	
○	
○	

[illegible]

ITEM

STORE

BUDGET

SPENT

[illegible]