

# Block Party Checklist #3:



## Work on Party Preparations

Timeframe: 1 month before the block party

*Not everything on this list is something you will want to do, and so you can just comfortably cross those items out now. Some items might be grouped together for one person to be tasked with, or separated as in this checklist to spread out the work.*

### Locate:

- Coolers for ice
- Empty trash & recycling containers
- Tables & chairs
- Grills, if used (at least 2) - cleaned, fueled
  - Who will provide grills & who will supervise them so no one gets burned?
- Music - e.g., playlists, speakers, etc.
- Rain cover or tent?
- Mosquito repellent, citronella candles
- Evening lighting, as necessary

### Plan:

- Review recipes for side dishes
- Make a plan for purchased food & ice (who is in charge of purchases, contribution box, etc.)
- Activities & games
- Request, and pick up town-approved road blocks, as needed

### Purchase:

- Everything that will be provided (e.g., condiments, paper goods, plastic cutlery)
- Your family's grillable (meat, etc.), drinks, ingredients for side dish
- Nametags & a notepad with pen (for email sign-up)
- Materials for activities & games
- Prizes for activities and games
- Purchase - or create decorations
  
- Other: \_\_\_\_\_

## What's Next?

*Look for these details in upcoming checklists:*

- Review Block Party Day Schedule