



Family Reunion Planning List

1st MONTH

- Recruit a planning committee
- Set a date and place
- Gather relative's contact info
- Set a budget
- Set up reunion website, etc.
- Send out "Save the Dates"
- Brainstorm a theme, food, etc.

2nd MONTH

- Book the reunion venue
- Design the invitation, t-shirts
- Order favors and souvenirs
- Gather family photos to display
- Send reminder announcement
- Look for non-perishable supplies

3rd MONTH

- Send official invitation
- Prepare door prizes, etc.
- Send reminder announcement
- Make Banner
- Prepare printed program
- Assign potluck dishes if needed
- Recruit help for setup and cleanup
- Inventory needed items
- Shop for remaining supplies

4th MONTH

- Send reminders on Tickets/T-Shirts
- Finalize attendees list
- Finalize and print handouts, etc.
- Confirm potluck dishes
- Check for last-minute attendees
- Prepare name tags, packets, etc.
- Shop for perishable supplies
- Prepare final payments to vendors
- Confirm room setup and equipment
- Confirm Game Ideas and Supplies

REUNION MONTH

- Pick up food, ice, etc.
- Prepare food and drinks if needed
- Deliver supplies to venue
- Finalize "day of" checklist
- Final supplies check
- Set up food and drink
- Confirm plan for clean up, etc.
- Have fun and enjoy the days!

AFTER REUNION

- Gather survey responses, etc.
- Send out reunion photos, etc.
- Update contact list
- Congrats – you did it!

Reunion Planning Guide

Georgene Muller Lockwood



Reunion Planning Guide:

The Reunion Planner Linda Johnson Hoffman, Neal Barnett, 1998-09 This second edition of the popular school planning guide is expanded to include sections on family and military reunions With comprehensive step by step instructions THE REUNION PLANNER is still the bible for planning a successful reunion Planners will save time and have money left over for the next reunion

Let's Have a Family Reunion, 1994

A Reunion Planning Guide Melissia Cacal, 2021-03-28

Family reunions like families themselves come in a variety of shapes and sizes This Fun Family Reunion Book provides few ideas to create a memorable gathering This Fun Family Reunion Book is a reunion planning guide that s a compilation of funny family quotes jokes poems and rhymes along with reunion activity ideas to help you jumpstart your family reunion planning Kick off your family reunion planning with this hilarious book featuring Grandparents Say The Darndest Things You Know You re Getting Old When Speed Plan your family reunion event and use the family reunion checklist reminders and website building features

Fimark's Family Reunion Planner a Reunion Planning Guide Workbook and Keepsake Mark A. Askew, 2011-04-22 Family reunion planning at it s best Everything you need to plan organize and manage a family reunion event Scores of fun family activities This complete family reunion event planning guide is a workbook and keepsake heirloom for generations to come The reunion guide includes a timeline planner checklists budget list themes and associated itineraries and dinner programs The keepsake features include a signature of ownership page an event details page an event planning journal and a family recipe compiler complete with sections to record the history behind the family recipe Other keepsake features include an heirloom record family tree worksheets and other genealogy worksheets The reunion planning workbook includes planning tutorial for individual planners groups and committees There are recommended games and activities itinerary survey letter and luncheon dinner programs Worksheets also include site evaluation possible locations and activities committee organization and departmental worksheets

Family Reunion Handbook: Barbara E. and Thomas Ninkovich Brown, 1992

Family Reunion Planning Kit for Dummies Cheryl Fall, 2011-05-23 This is the most complete reference to planning a family reunion The accompanying CD features planning tools genealogy software and more Don t be without this step by step guide that walks you through everything you need to know about planning a successful family reunion You ll find out all about tracking down lost family members deciding what type of event to have coordinating entertainment food lodging and more The CD ROM includes genealogy shareware designed specifically to assist you in doing a thorough search for all your relatives plus templates for tracking expenses menus RSVP s addresses lodging assignments family data and more Plus this kit includes dozens of checklists to ensure that you ve thought of every detail Note CD ROM DVD and other supplementary materials are not included as part of eBook file

So That's Who You Used to Be! Alice Patricia McKee Bauer, 1995

Genealogical Periodical Annual Index Leslie K. Towle, 2001 Genealogical Periodical Annual Index Key to the Genealogical Literature Volume 38 1999 Leslie K Towle Laird C Towle 1999 cloth 241 pp

Family

Reunion Planning and Hosting Guide Shirley A. Winborne Brown, 2012-12-01 We all belong to families However all of us are not connected to or have a strong sense of belonging which could give us great joy The love and support of our families help to mold and guide us throughout our lives I was inspired by selected family members to assist with development and growth of some of our family reunions All reunions are different however there are many ways we can help families unite A family newsletter can be published highlighting all events occurring during the day or weekend It can report news for the next year's reunion as well as reference other family events A post card can be published as often as necessary to announce and remind the families of future events And greeting cards can be forwarded to help celebrate birthdays or other special occasions With the current technology the internet can also be used to transmit communication **How to Plan Your**

African-American Family Reunion Krystal Williams, 2000 All the guidance readers will need for planning a perfect family reunion from the simplest to the most elaborate Your Family Reunion George G. Morgan, 2001 This book is a guide for organizing a successful and exciting family reunion from a casual backyard barbecue to a week long deluxe cruise No matter whether this is your first family reunion or your tenth the keys to a successful event are to plan and organize a structure for it get the people together and provide opportunities for a variety of memory making activities Among the topics covered are getting started with the organization process determining how to finance the event and work with vendors deciding where and when to hold it and creating a simple and effective record keeping system **Genealogical Periodical Annual Index,**

Volume 31 (1992) Laird C. Towle, 1996 Genealogical Periodical Annual Index Key to the Genealogical Literature Volume 31 1992 Leslie K Towle Laird C Towle 1992 cloth 284 pp *Genealogical Periodical Annual Index* Anna Liisa Fielding, 1998-10

Genealogical Periodical Annual Index Key to the Genealogical Literature Volume 34 1995 Leslie K Towle and Anna Liisa Fielding 1998 cloth 252 pp Funny Reunion Activity Ideas Drew Speares, 2021-03-26 Family reunions like families

themselves come in a variety of shapes and sizes This Fun Family Reunion Book provides few ideas to create a memorable gathering This Fun Family Reunion Book is a reunion planning guide that's a compilation of funny family quotes jokes poems and rhymes along with reunion activity ideas to help you jumpstart your family reunion planning Kick off your family reunion planning with this hilarious book featuring Grandparents Say The Darndest Things You Know You're Getting Old When Speed Plan your family reunion event and use the family reunion checklist reminders and website building features The

Complete Idiot's Guide to Organizing Your Life Georgene Muller Lockwood, 2002 When stuff rules a person's life it's Georgene Lockwood to the rescue Her revised handbook shows how to organize paperwork food clothing and shelter systems and how to win the money wars **Genealogical Periodical Annual Index** Ellen Stanley Rogers, Laird C. Towle, 1997

The Complete Guide to Successful Event Planning Shannon Kilkenny, 2011 Book CD ROM This is the most thorough concise and easy to follow event planning book available From the initial concept of the event to ongoing management this book provides techniques to increase your chances of success and systems to avoid many common mistakes It shows you

dozens of ways to save time and money and introduces you to every facet of the planning process This ultimate guidebook equips readers with new ideas support and creative problem solving skills The chapters follow the dynamics of the actual event planning process and are supported by extensive checklists and timelines As readers undertake the complexities of daily responsibilities and tasks the guide inspires efficiency and confidence and makes it possible to stay on track This revised 2nd edition includes information on timely practices such as planning environmentally friendly parties using technology applications and gadgets to orchestrate a modern event and generating enthusiasm for your events using social media and social networking The companion CD ROM included with the book contains helpful checklists worksheets and contracts and agreements to help you co ordinate an organised event On the CD ROM you will find sample speaker agreements timelines for planning your event status reports budget sheets site selection checklists and much more

Cyndi's List Cyndi Howells,2001 A two volume set which provides researchers with more than 70 000 links to every conceivable genealogical resource on the Internet Writer's Market 2018 Robert Lee Brewer,2017-08-31 The most trusted guide to getting published Want to get published and paid for your writing Let Writer s Market 2018 guide you with thousands of publishing opportunities including listings for book publishers consumer and trade magazines contests and awards and literary agents These listings feature contact and submission information so you can get started right away Beyond the listings you ll find all new material devoted to the business and promotion of writing Discover the secrets to writing better queries and selling more articles tips to earn money from blogging and how to develop a standout author brand Plus you ll learn how to create an effective e mail newsletter improve organization and build a solid foundation for long term writing success This edition includes the ever popular pay rate chart and book publisher subject index You ll also gain access to Lists of professional writing organizations Sample query letters A free digital download of Writer s Yearbook featuring the 100 Best Markets WritersDigest com WritersDigest Yearbook 17 Includes exclusive access to the webinar Funding Your Writing Career from C Hope Clark founder of FundsForWriters com and author of The Edisto Island Mysteries *Sailing Directions (planning Guide) for the Indian Ocean* ,1988

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