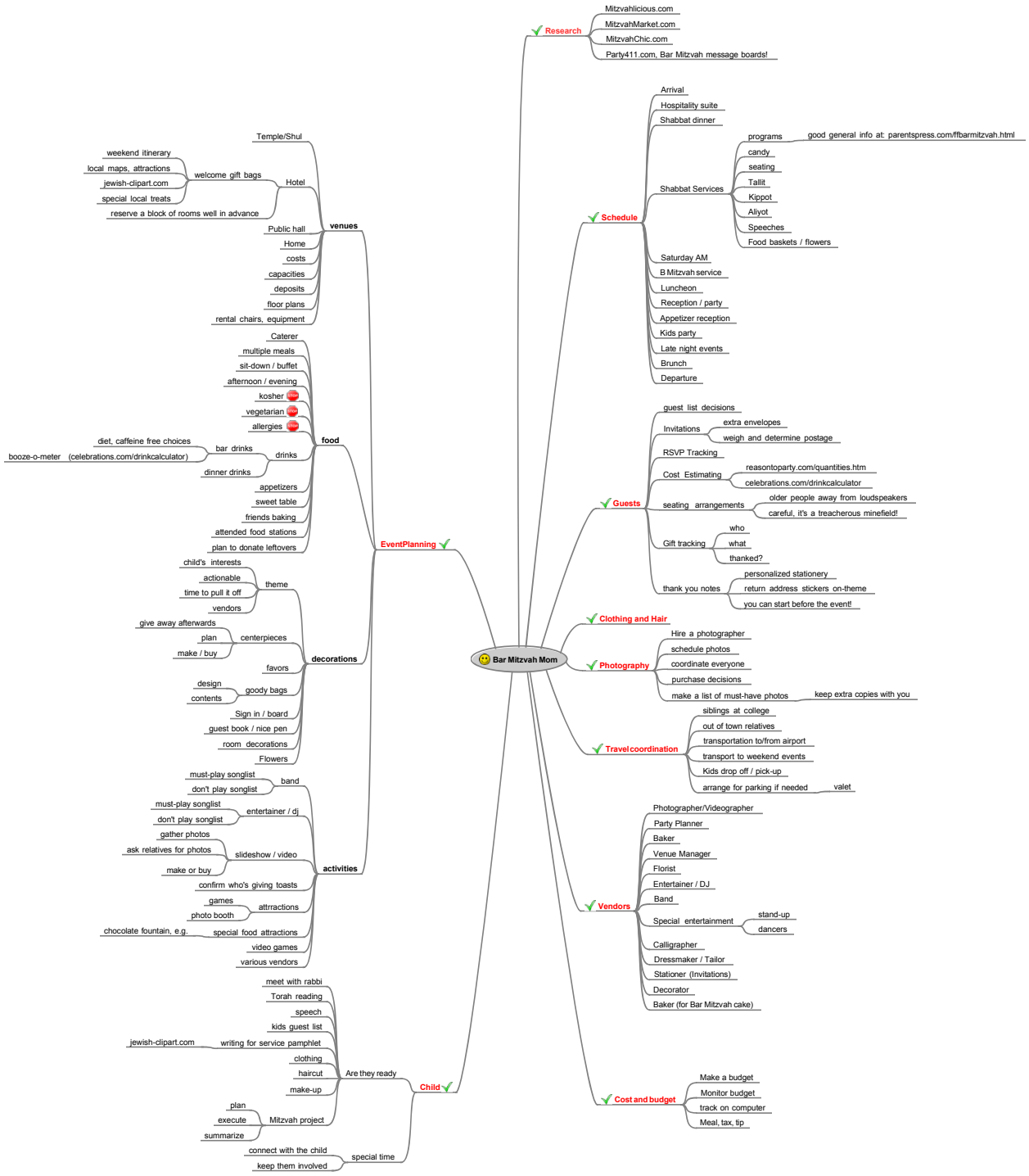
Bar Mitzvah Mom
Research
Mitzvahlicious.com
MitzvahMarket.com
MitzvahChic.com
Party411.com, Bar Mitzvah message boards!
Schedule
Arrival
Hospitality suite
Shabbat dinner
Shabbat Services
programs
good general info at: parentspress.com/ffbarmitzvah.html
candy
seating
Tallit
Kippot
Aliyot
Speeches
Food baskets / flowers
Saturday AM
B Mitzvah service
Luncheon
Reception / party
Appetizer reception
Kids party
Late night events
Brunch
Departure
Guests
guest list decisions
Invitations
extra envelopes
weigh and determine postage
RSVP Tracking
Cost Estimating
reasontoparty.com/quantities.htm
celebrations.com/drinkcalculator
seating arrangements
older people away from loudspeakers
careful, it's a treacherous minefield!
Gift tracking
who
what
thanked?
thank you notes
personalized stationery
return address stickers on-theme
you can start before the event!
Clothing and Hair
Photography
Hire a photographer
schedule photos
coordinate everyone
purchase decisions
make a list of must-have photos
keep extra copies with you
Travel coordination
siblings at college
out of town relatives
transportation to/from airport
transport to weekend events
Kids drop off / pick-up
arrange for parking if needed
valet
Vendors
Photographer/Videographer
Party Planner
Baker
Venue Manager
Florist
Entertainer / DJ
Band
Special entertainment
stand-up
dancers
Calligrapher
Dressmaker / Tailor
Stationer (Invitations)
Decorator
Baker (for Bar Mitzvah cake)
Cost and budget
Make a budget
Monitor budget
track on computer
Meal, tax, tip
EventPlanning
venues
Temple/Shul
Hotel
welcome gift bags
weekend itinerary
local maps, attractions
jewish-clipart.com
special local treats
reserve a block of rooms well in advance
Public hall
Home
costs
capacities
deposits
floor plans
rental chairs, equipment
food
Caterer
multiple meals
sit-down / buffet
afternoon / evening
kosher
vegetarian
allergies
drinks
bar drinks
diet, caffeine free choices
booze-o-meter (celebrations.com/drinkcalculator)
dinner drinks
appetizers
sweet table
friends baking
attended food stations
plan to donate leftovers
decorations
theme
child's interests
actionable
time to pull it off
vendors
centerpieces
give away afterwards
plan
make / buy
favors
goody bags
design
contents
Sign in / board
guest book / nice pen
room decorations
Flowers
activities
band
must-play songlist
don't play songlist
entertainer / dj
must-play songlist
don't play songlist
slideshow / video
gather photos
ask relatives for photos
make or buy
confirm who's giving toasts
attrractions
games
photo booth
special food attractions
chocolate fountain, e.g.
video games
various vendors
Child
Are they ready
meet with rabbi
Torah reading
speech
kids guest list
writing for service pamphlet
jewish-clipart.com
clothing
haircut
make-up
Mitzvah project
plan
execute
summarize
special time
connect with the child
keep them involved