

MT. KEMBLE LAKE COUNTRY CLUB PARTY REPORT

Party Name: _____ Party Date: _____

Committee: _____

Comments on Attendance: # of Adults _____ # of Children _____

Comments on Theme/Invitations (e.g. popularity, planning details):

Comments on Decorations (e.g. sources of supplies):

Comments on Food (e.g. menu, sources of supplies, quantities needed, names of caterers):

Comments on Entertainment (e.g. names/addresses of entertainers, agents):

Comments on Finances (e.g. prices, expenses, overruns):

Other Suggestions for Similar Parties in Future (e.g. what worked, what didn't):

Please continue on a second sheet as necessary. Attach a copy of Party Invitation and any other useful information, and return this Form to the Social Chairperson.

Revised 10/2009 J Murray