FREE RESOURCE · HOSTING IN OCTOBER

The Invitation Timeline

When to ask, what to say, and when to stop worrying.

I *Three weeks ahead*

Choose the night

Pick a date and a number. Six to eight is a table; more than that is a party.

II *Two weeks ahead*

Send the invitation

Say the time plainly and say what it is. Ask for allergies and anything they do not eat.

III *One week ahead*

Gentle reminder

A short note to anyone who has not answered. No guilt, just a question.

IV *Three days ahead*

Confirm the count

Final numbers. Set the menu, shop, and choose the playlist.

V *The day before*

Tell them how to arrive

Where to park, which door, any stairs. One short message.

VI *The morning of*

Nothing to send

If someone cancels, say it is no trouble. Set the table anyway.

WORDING TO BORROW

"Dinner at seven, and we won't be turning the big lights on. Bring an appetite and something warm to wear. Anything you don't eat? Tell me now."

Change the words, keep the plainness: a time, a mood, and one question.