

The Gazette

The theme's the thing

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Published: Friday, December 28 2007

But you don't need exotic contributions to make a successful themed party, as event and party planner Daniela Caputo knows. Her two-year-old Laval business, Daniela Caputo Event Management, runs the gamut from intimate dinner to high school reunions and Christmas parties. One of this year's Christmas gatherings will be a green-themed party for a group of Quebec businesswomen.

"We're asking everyone to wear something green, all the decor is in the colour green - even the punch is green!" she says. Plus the gift exchange will feature eco-gifts.

For Caputo, being organized for a party means awareness of every detail, and never losing your cool. "Staying calm is an asset," she says. Another asset is having an event 'tool kit' on hand for those moments of crisis; containing scissors, scotch tape, sewing kit, pins, glue, twist ties, etc..

Here are some guidelines on making a party great memorable;

- Start with a theme and take it as far as you can, so it's not just a party, it's a party with purpose!
- Know who the guests are and make sure the theme is appropriate.
- Budget permitting, select an interesting venue that plays on this theme.
- The theme should be present throughout the entire evening (from start to finish example: invitations, food, decoration, entertainment, gifts etc....)
- Best results are when you keep it simple and elegant. (never over do it)
- The food shouldn't be too much BUT should be kept simple and delicious.
- Your guests should be a mix of 'interesting' people, so your party can be a kind of meeting place.
- Depending on the type of party - games can be organized.
- When invitations are sent important to mention the 'themed details' of the party so that the guest will be prepared and feel comfortable.
- A few days before the party, followed ups should be done either with a phone call or email.
- Important to take pictures and share them with everyone.

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