

# Dos and Don'ts of Christmas Parties

## Do plan for a local Christmas party

There are a lot of options in the local area for the perfect Christmas Party. Over the next four pages you will see many options for any type of party. You could:

- Check out Isabela's Bar and Grill, Moosomin's newest restaurant, which offers an excellent selection of Italian dishes
- Head to Rocanville for Ken and Joan Tse's delicious and authentic Chinese food at the New Fortune Family Restaurant
- For a medium size function, rent the Moosomin Legion or the Club Room. The Legion will even provide bar service for you
- For a larger function, look to the PotashCorp Rocanville Community Hall. This is a great new facility that can host any size of function
- If you like steak, if you love steak, or if you love, love love steak, consider the Arlington Hotel in Maryfield. The Arlington's steak pit is one of a kind, and you can also buy steak from the Arlington for your event
- A unique venue for your Christmas party is the Moosehead Inn at Kenosee Lake. The Moosehead can accommodate smaller groups in the dining room and larger parties upstairs in the cabaret
- Moose Mountain Meats Co-operative at Wawota is your source for your Christmas roasts, hams and appetizers
- The Witch's Brew in Moosomin always does a wonderful job of catering Christmas suppers, and also provides Christmas dainty trays and custom gift baskets
- PotashCorp Sportsplex in Moosomin is an excellent venue for your event. Bookings can include the bowling alleys, sports simulators, and party space on the court
- Boston Pizza in Virden is one place where you can book your Christmas party and be sure that everyone will enjoy it. Boston Pizza offers three-course meals starting at \$19.99

• Borderland Co-op's Food Store is your Christmas Party planning headquarters, with store-made appetizers, party platters, dips, and lots of ideas for your Christmas party

• Kim at the Korner Kafe in Moosomin always caters an excellent meal. The Korner Kafe can cater for up to 65 at the restaurant, or can cater your event on site

• T's Dining and Lounge in Virden is a great option for office Christmas parties and for family get-togethers, with wonderful food in a cozy atmosphere

• Christmas wouldn't be Christmas without decor and decorations that set the season apart. Right at Home Decor has unique Christmas decor arriving soon to set the tone for the season

• TJ's Pizza has what you need for a Christmas Party. From any type of pizza you can imagine to party sized salads and appetizers, TJ's makes planning easy.

• The Redvers and District Golf Course Clubhouse is a great venue to host your party in Redvers, and will even provide decorations, setup and cleanup, bar and catering

• KFC Pizza Hut in Moosomin is one of the most affordable options for catering a Christmas event. KFC catering starts at \$7.25 per person, and includes plates, cutlery, napkins, delivery, setup and service

**Okay, so we've settled that. Whatever you do for your Christmas party, you are going to do it locally! Here are a few more Christmas party dos and don'ts**

## Do avoid gossip

If it's an office Christmas party, make particularly sure to avoid office gossip. Keep small talk general. Be armed with a few social icebreakers—stories of family, children, holidays—that you can share with anyone and that will offend no one. Office gossip and alcohol are a combination that are probably not going to end well.

## Don't drink too much

A few people approach a Christmas party as a source of free booze and free food and overindulge. You can let your hair down, but you are still being judged and watched by the people around you. Know your limit and stick to it.

## Do dress appropriately

Make sure you know what the dress code is and stick to it. If you are worried speak to other people about what they are planning to wear.

## Don't trap people in long conversations

An easy trap some people fall into is to find someone you like who you want to talk to and you stay with them for the entire evening. Try not to hog people, ten or 15 minutes is fine, but longer than that is inappropriate unless you have just met your soulmate.

## Don't leave people standing on their own

If you see someone standing on their own at a party, approach them and try to engage them in conversation. If they are not well known to many of the people at the party, try to find out some of their interests, and introduce them to those you know who have similar interests.

## Don't leave too early

Always stay for a reasonable amount of time, especially if there is a sit-down dinner. Leaving early may look antisocial or unappreciative. In most cases, a lot of time and energy has been spent planning the Christmas party, and the hostess could be upset if people leave too early.

## Do attend

For an office party, your attendance is optional, but it is a good idea to make an appearance to show that you are part of the team.

## Do bring a gift for the host or hostess

This doesn't apply to office parties, but if it's a house party make sure you turn up with a gift. It doesn't have to be a big present, just a small gesture.

## Do say thank you or email your thanks

Of course it's always good manners to thank the organizer of the party and it's always a good idea to send a thank-you email the following day to those who put the work into organizing the party to let them know that their efforts are appreciated.



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# Plan the Perfect Party

There are a few easy steps to planning the perfect Christmas party.

## 1) Plan early

Christmas is a busy period, the busiest of the year for many people when it comes to social events, so calendars fill up fast. That means you want to get a date pencilled in as early as possible.

Send a 'save the date' email to everybody as soon as you've decided. At this stage it doesn't matter if you don't know any details about the party, it's more important to get as many people to the event as you can.

## 2) Set a budget

The size of your budget will have a huge impact on the type of Christmas party you organize, determining everything from the food and booze to the entertainment and choice of venue.

Allocate the budget by what is most important to your group. Leave some money aside as a back up. Unexpected costs can always crop up with any size of event.

## 3) Decide on the type of party

There is almost endless variety when it comes to the type of Christmas party that you can plan. Do you have the budget to accommodate husbands, wives and partners? Are you organizing a custom Christmas party or working with a caterer, bar or restaurant? Are your guests active people who would enjoy the activities at the PotashCorp Sportsplex or the Curling Club, or parties who would love to visit over a few drinks at Isabela's Bar and Grill?

## 5) Book the venue

The earlier you book the venue, the better – unsurprisingly, good venues go quickly. No matter how prepared you think you are, there is always someone out there even more organized.

Venues of all sizes are available in the area, from booking a

table at the Arlington Hotel in Maryfield or T's Restaurant in Virden to hosting an event at the Moosomin Legion or the Redvers Golf and Country Club to hosting a party for up to 175 at the Moosehead (which also provides its own DJ for large parties booked upstairs) to booking a party for 700 at the PotashCorp Community Hall. If you have checked out a few possibilities, once you have made your decision, formally confirm the location and release any alternative venues on hold.

## 5) Come up with a theme

The theme is the heartbeat of your event and should be integrated throughout every aspect of the night. Some popular ideas include traditional Christmas, vintage, 60s, 70s, 80s, winter wonderland, or film inspired. If you want to go all out decorating in a holiday theme, check out the decor at Right at Home Decor.

## 6) Make a plan for the food

Food is a key part of any party and can easily be incorporated into the theme you choose. Don't feel like you have to stick with turkey. In this area we have a wide range of options, from pizza, salads and appetizers from T.J's Pizza to the wide range of options at the Witch's Brew in Moosomin, to Kim's great cooking at the kome Kafe to the fine dining options at T's Dining and Lounge in Virden, to Ken's amazing Chinese food at the New Fortune Family Restaurant in Rocanville to great pizza and pasta at Boston Pizza in Virden.

If you are handling the food yourself, you can check out the options at Moose Mountain Meats in Wawota, and if you're looking for an appetizer platter, you can talk to Borderland Co-op Marketplace in Moosomin.

There are options for every budget. KFC in Moosomin will cater to your Christmas event starting at only \$7.25 per person.

## 7) Planning the drinks

Decide on whether you're going to pre-order drinks or pay for what is consumed on the night. If you are concerned

about spiralling costs or making sure that everybody gets their fair share from the bar tab then you could narrow down the choices available or organise drink tickets to be given to the guests so that the budget isn't blown on Jaguar bombs within the first hour.

## 8) Choosing the music

If you're planning a larger party, you will want to hire a DJ, musician or live band or put together a Christmas playlist to make sure you have music playing.

Coordinate between the venue, DJ and band to ensure you have all the equipment required. For a smaller scale event, an iPhone hooked up to the in-house PA or a decent stereo system might be all you need – just make sure your speakers are loud enough.

## 9) Extra ways to enhance your event

Sometimes little changes can make all the difference. You want your event to be enjoyable, pleasant and memorable for all the right reasons. Here are some ideas for those little touches to help your event stand out:

Hire a photographer. Many people will doubtless be snapping away on their mobile phones but hiring a professional will give you much better quality pictures and visual reminders of the event.

Put together goody bags. These should be filled with genuine goodies that your guests will actually enjoy, so go for popular treats such as chocolates and wine.

## 10) Ask for feedback

Your Christmas party is all about ensuring that your guests enjoy themselves. Find out what guests enjoyed about the event and what they didn't, this will help you to organise an even better party next year.

It can be a lot of work to organize a Christmas party, but what a great reward to see your guests enjoy a truly great party! We hope these pages help you plan the perfect Christmas party this year!

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# Fun themes for the office Christmas party

## Fun Alternative Themes for Your Office Christmas Party

The office Christmas party is a way to thank staff for their awesome work throughout the year. You're trying to make the whole team feel appreciated, and have a bit of fun at the same time. So put away the cringe-worthy banners and mini-trees, and try one of these new Christmas party ideas.

### 1. The Amazing Race Party

This is a Christmas party and team-building exercise rolled into one. Organise a scavenger hunt to different locations in your area—it's great if you can rope clients and other stakeholders into hosting some of the stops. The last pitstop should be back at the party room, where a feast and some refreshing drinks await the weary travellers.

### 2. Winter Wonderland Christmas Party

Embrace the season with a Winter Wonderland theme. Decorate your party space to look like a wintery palace, with

white draping, fairy lights, ice sculptures, glittering snowflakes, and cuddly polar bears.

### 3. Santa's Workshop Christmas Party

What's Santa making in the North Pole? Why don't you find out! Set up your party room to look like Santa's workshop – a corner for Santa visits, piles of presents ready to go on the sleigh, and different workstations where busy elves have fun activities for guests to do. Get someone in your office to wear a Santa suit – you can usually find some willing participant. Everyone can take turns getting their picture with Santa – as the night goes on, the pictures will no doubt get sillier and sillier. It can be fun to also supply a few props to make photographs even more interesting.

### 4. Christmas Around the World Christmas Party

Practically every country, every religion and every culture celebrates a festival around Christmas time, even if they don't call it Christmas or associate it with the same senti-

ments. Why not celebrate these differences with your own Christmas Round the World party theme! This is a particularly awesome theme idea if you have a multicultural office. Encourage people to dress in national or traditional costume, or to think about how their ancestors celebrated Christmas. Have a range of traditional foods from different cultures, and play a medley of Christmas and seasonal songs from around the globe.

### 5. Christmas Murder Mystery Christmas Party

At a murder mystery party, members of the team are each given an identity at the beginning of the night. They are to play their "character" throughout the night. Someone at the party has been murdered, and the murderer is one of the people at the party. It's up to you and your fellow guests to figure out who the murderer is, and the murderer has to try and evade suspicion. It's great to bring along some props and costumes to help everyone get into character. You can find downloadable scripts for murder mystery evenings online.

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