Holiday parties that people attend

· about 10 minutes

Dates, budgets per head, programs, and the entertainment that works for 50 to 500 colleagues.

Before you start

The event you are applying this to (real or the running gala example):

Date · guests · budget envelope:

Work through the objectives

1. Apply this lesson to your own event

Apply it: three decisions for your event

DECISION	WHAT YOU CHOSE AND WHY	OWNER / BY WHEN

One line to remember