

Tips for Organizing a Successful Family Reunion

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With July being the National Family Reunion Month (*Chase's Calendar of Events, 2010*), make your next family reunion a success with these planning tips, checklists, timetables, projects, and more:

Tip #1: Gather Reunion Ideas

There are several free family reunion planners, timelines, and worksheets available online. A few of these include:

- Buzzle.com is a great resource of articles, games, checklists, songs, favors, and invitations for planning family reunions.
- Better Homes and Gardens website (bhg.com) has a week-by-week guide to help your family create a casual family reunion picnic, beach holiday, or state park gathering.
- Disney's FamilyFun website (familyfun.go.com) has a comprehensive to-do list to keep reunion planning running smoothly.
- PlannersGuide.com has several worksheets for you to print and use for planning your family reunion.

Tip #2: Create a Reunion Planner

Keep your favorite ideas, worksheets and timelines in a planner for quick reference. You can divide your binder into sections such as the following:

- To-do List
- Timeline
- Guest List and RSVP List
- Room Assignments
- Meal Assignments
- Agenda of Activities
- Reservations
- Reunion Ideas

Tip #3: Provide a Welcome Packet

As family members start to arrive, give them a welcome packet that includes some or all of the following:

- Map of hotel listing all family room assignments.
- Family contact list.
- Special T-shirt that designates each family branch.
- Disposable camera to be used throughout the reunion and turned back in as they leave.
- Agenda of Activities.
- Family history and stories of ancestors.

Tip #4: Share Your Ancestors

Remind everyone why you have gathered together by sharing stories, photos, generation charts, and special heirlooms of your ancestors.

Tip #5: Print & Post Monthly Organizing Checklist

Each month there will be a new checklist for you to print and post in a visible location. These checklists will include the most common tasks to accomplish each month to help keep you on track all year long. This month's checklist can be found at www.simplyinorder.com