

Sip & Paint Party

PLANNING CHECKLIST

VENUE & DATE



- Choose a date (Fri/Sat evening works well)
- Decide on venue: home / pub / village hall / art studio
- Book the venue (if hiring)
- Check parking / transport for guests
- Confirm capacity - enough room for everyone?
- Arrange dust sheets / floor protection (if at home)
- Check access to water (for rinsing brushes)

INVITATIONS



- Write guest list
- Choose invite style: printed / digital / WhatsApp
- Include: date, time, venue, what to wear
- Mention dress code - old clothes or aprons provided
- Send invites (3-4 weeks ahead)
- Chase RSVPs and confirm final numbers
- Let guests know what to bring (if anything)

ART SUPPLIES (per person)



- Canvas (A4 or 20x20cm recommended)
- Acrylic paints (6-12 colors per table)
- Paintbrushes: flat, round & fine detail
- Palette or paper plate for mixing
- Water pot for rinsing brushes
- Apron or old shirt (one per person)
- Tabletop easel (optional)

PREPARATION & ROOM SETUP

- Choose reference image/painting subject
- Download or queue video tutorial
- Tables covered with dust sheets/tablecloths
- Each place set with supplies
- Reference image displayed for all to see
- Separate drinks & snacks station set up
- Good lighting sorted (essential!)
- Bin bags to hand for tidying
- Playlist / music queued up
- Paper towels - plenty!

DRINKS & SNACKS



- Drinks:** Prosecco/wine (red & white)
 - Beer/cider option
 - Gin & tonic station
 - Non-alcoholic options (elderflower, sparkling water)
- Glasses/cups labeled (keep paint water separate!)
- Ice & fridge space sorted
- Corkscrew / bottle opener to hand
- Food:** Crisps & dips
 - Cheese & crackers board
 - Fruit: grapes, strawberries, etc.
 - Sausage rolls / mini pastries
 - Olives & charcuterie
- Check for any dietary requirements
- Plates, napkins, serving boards ready

THE EVENT

ON THE NIGHT

- Welcome guests and take coats
- Get everyone a drink before starting
- Introduce the painting subject
- Start the tutorial (video or instructor)
- Take a mid-session break for top-ups
- Encourage everyone - keep it fun & low-pressure!
- Line up paintings for the grand reveal

AFTER THE PARTY

- Take a group photo - everyone holding their painting!
- Award fun categories (Most Abstract, etc.)
- Let guests take their canvases home
- Share photos in the group chat
- Clear up - soak brushes straight away!
- Remove dust sheets before paint dries
- Start planning the next one