

GLOSSARY OF PARTY TERMS

Accommodation Card: The card you would enclose in your invitation to give out-of-town guests information regarding where they can stay while they're in town for your gathering.

Ambiance: The often-overlooked feeling or mood associated with your party. It can be enhanced by such elements as theme, lighting, décor, and costumes.

Appetizers: Foods that stimulates the appetite and is usually served before a meal, during the hour-long cocktail service.

Bar Mitzvah: The initiatory ceremony recognizing a 13-year-old Jewish boy as a man.

Bat Mitzvah: The initiatory ceremony recognizing a 13-year-old Jewish girl as a woman.

Bottleneck: The slowing, halting and pooling of guests that is caused by poor placement of the bar or buffet. This can be avoided by placing the bars and buffets away from exits and entrances, at the far end of the party space.

Buffet Service: This style of service allows your guest one pass through a self-serve, two sided table.

Capacity: The maximum number of people your event space can accommodate. This varies according to the style of party and type of seating and eating arrangements. See **CAPACITY – HOW MANY GUESTS CAN YOU COMFORTABLY ACCOMMODATE?**

“Cater Wrapping”: The PartyCharlie style of tight saran wrapping protects food from spillage.

Chafing Dish: A utensil for cooking or keeping food warm especially at the table

Clamp-on Spotlights: Lights of various sizes that can be firmly attached and aimed in the direction you want.

Coat Check: A service that can keep track of the coats and purses of party guests.

Courses: The parts of a meal served at specific times, one after another.

Dehydration: The process that will happen to you if you don't drink enough water before the party.

Hors d'oeuvres: Foods that stimulates the appetite and is usually served before a meal, during the hour-long cocktail service.

Hurricane Glass: A glass candle holder which prevents wind from blowing out the candle and prevents the fire of the candle from accidentally spreading.

Hydration: What you should do before, during and after the party.

“Thin Ice”: The PartyCharlie tip of filling Ziploc bags with about an inch-thickness of water and then freezing the bag to create inexpensive ice packs.

Martini Madness Kit: The PartyCharlie kit filled with fun products and techniques for having a blast with martinis. For your own kit, [click here](#).

Pole Lighting: A lighting style with adjustable lights attached to a pole.

Preset Service: A style of service that has your beverages, salad, dessert, and utensils on the table prior to the arrival of the guests.

Response Cards: Cards that can be inserted into your invitations, so that guests can send them back as RSVP's.

Save-the-Date Teaser: The note or card you can send a month to a few months before the actual invitations go out.

Served Meal: A served meal format has the linens and tableware set on the table. The beverages and all parts of the meal are served by a wait staff in courses.

Thank You Cards: The cards you should send out after receipt of gifts as well as to any volunteers who helped to put together the event or party.

Valet Service: The company you would hire if you want your guests' cars to be parked, watched over and retrieved.

Vendor: A seller of services or products.

Vendor Insurance: The type of business insurance that ALL vendors with whom you work should have.