

WARREN

Friends and Family Contact Sheet

Use this worksheet to track the friends, family, and personal acquaintances you're inviting to your organizing party. Each time you invite, confirm, and remind them to come, mark it off on the check box. Then mark their RSVP status.

Full Name (ex., Bruce Mann)	Relationship (ex., good friend)	How you'll reach them:	Are they attending?
		<input type="checkbox"/> Invitation to event (email, call, text) <input type="checkbox"/> Confirmation text/call <input type="checkbox"/> Reminder email	<input type="checkbox"/> Yes! <input type="checkbox"/> Yes, and wants to help out! <input type="checkbox"/> No, but wants to be kept in the loop <input type="checkbox"/> Cannot attend <input type="checkbox"/> Could not be reached
		<input type="checkbox"/> Invitation to event (email, call, text) <input type="checkbox"/> Confirmation text/call <input type="checkbox"/> Reminder email	<input type="checkbox"/> Yes! <input type="checkbox"/> Yes, and wants to help out! <input type="checkbox"/> No, but wants to be kept in the loop <input type="checkbox"/> Cannot attend <input type="checkbox"/> Could not be reached
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