

# THE "MAKE ME LOOK LIKE A PROM EXPERT" CHECKLIST

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## OVER STAFF YOUR EVENT

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This takes a lot of stress off of everyone and leave you with the ability to make sure everything is running smoothly

2

## GET PLENTY OF SLEEP

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If you're tired you won't be able to help effectively no matter what!

3

## WEAR COMFORTABLE CLOTHES!

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Especially your shoes should be the most comfortable that you own. You will probably be on your feet a lot.

4

## ALLOW PLENTY OF TIME FOR TRAVEL

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If you're going from one venue to another this step is critical.

5

## REMEMBER TO BE FLEXIBLE

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Different elements of the evening are going to change and take longer than expected. Just remember to stay calm and focus on how you can pivot effectively.

6

## DON'T MAKE QUICK DECISIONS

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When caught in a difficult situation don't make a quick decision. Tell them you will get back to them and retire to an area where you can weigh all your options

7

## EXPECT ISSUES TO ARISE

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Difficult situations are bound to arise, just know that you have the ability to find the solutions that will satisfy

8

## REMEMBER HOW MUCH THE KIDS WILL REMEMBER

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As the event progresses, reflect on how much this event will mean to the kids that will remember it for years to come.

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## HAVE SOMEONE TO TAKE PLENTY OF PHOTOS

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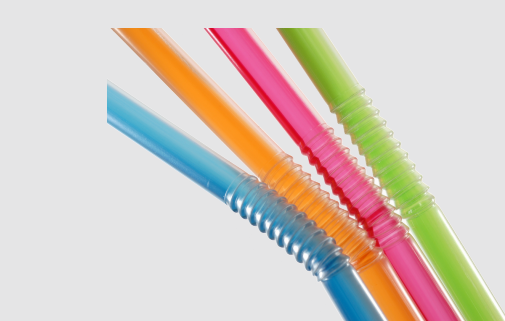
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## CHARGE YOUR CELL PHONE AND BRING A CHARGER

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## RELAX AND HAVE SOME FUN!

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CREATED BY DAVID LAWRENCE

FOR PROM PARTY HYPNOTISM CALL 516-334-6636