

# Senior Prom



It's never a bad time to throw your own prom! Host a prom themed dance for your senior community. Step back in time and dance through the decades.

## Budget

\$300 - \$400

## Difficulty Level

Medium

## Location Suggestions

- Front driveway
- Community center with a large hall or ballroom
- Banquet hall or event space
- Senior living facility with a multipurpose room

## City Support

- [Mini-Grant funding](#) is available!
- Staff can help reserve venues and equipment.

## Material List | Estimated Cost

- **Venue with dance floor or area** | Free or \$200
- **Decorations representing different decades** | \$50
  - Disco balls
  - Retro posters
- **Optional:**
  - DJ or live band | \$300
  - Block Party Permit
- **Photo booth**
  - DIY | \$50
    - Costumes
    - Backdrop
  - Rental | \$150
- **Refreshments** | \$100
- **Rented tables and chairs** | \$40-\$80
- **Name tags**
- **Signage and directional arrows for venue layout** | \$20

## Step by Step | How to Plan this Event

### 1-2 Months Before Event



## 1 Set a Time & Location

- Choose a **time** that is convenient for your neighbors.
- Plan for a location that has **suitable space for dancing, eating, and socializing**. You can host **indoors or outdoors**, depending on your preference.

## 2 Obtain Any Necessary Permits and Permissions

If you're closing a residential street, you will need to apply for a [Block Party Permit](#) for an eligible street.

## 3 Hire Entertainment

- Book a local DJ, live band, or an **aspiring musician from your neighborhood!**
- **hat specializes in music from various decades to provide entertainment throughout the event.**
- For a more budget friendly approach, you can use a **phone, portable speakers, and playlist on a streaming service like Spotify.**



### 3 Weeks Before Event

## 4 Gather Supplies

**Arrange or purchase decorations** representing different decades to create a nostalgic atmosphere, such as:

- Retro posters
- School spirit themed decor
- Disco balls
- Any snacks or drink.

## 5 Plan for a Photo Booth

Create a photo booth area with props and backdrops where attendees can take fun pictures to commemorate the event.

### Option #1: Make your own booth!

- Source costumes like fun sunglasses, hats, and jewelry for neighbors to try on.
- Purchase or gather an instant Polaroid camera.
- Find funky props to put in the background!

### Option #2: Rent a photo booth!

- If your budget allows it, research and reserve a professional photo booth with lighting, an HD camera, and full backdrop.
- One possible option is [Mountain Event Services](#).



## 6 Plan Event Layout and Schedule

- Plan a layout that works for your chosen space and gives your neighbors room to dance.
- Make a schedule:
  - **Alternate between songs** from different decades and tempos.
  - You can **incorporate fun breaks**, like a “through the decades” trivia game!

## 7 Promote Event

Extend invitations to your neighbors!

- **At Least 2-3 Weeks Before | Social Media and Email:** Post on Nextdoor, Facebook, and/or Instagram. Email if you can.
- **1 Week Before | Flyers:** Go door-to-door. Design colorful flyers, postcards, or personal invitations.
- **1 Day Before | Reminder:** Send out a reminder message on social media or by email.



 Day-Of Event | 1-2 Hour Before

## 8 Set-Up

Arrange tables and chairs in the seating area for dining and resting between dances.

 Day-Of Event | Start of Event

## 9 Welcome Guests, and Enjoy!

**Have a check-in area** where attendees can register and grab name tags. Enjoy the prom!