

## HOST GUIDE FOR THE DOWNLOADED KIT

It is easy to prepare and run a mystery party. We recommend that as host you should also take a role and participate along with everyone else. With our mysteries, not even the criminal knows who did it. But with a little intelligence and a careful ear for important clues, it is possible to solve the mystery.

You can run this party as a play for a small group of 8 girls or you can buy additional downloadable characters at <https://www.merrimysteries.com/product/one-of-the-girls-murder-mystery-party/>. If you have more than 16 guests, we recommend you use it as a “meet and mingle” party rather than as a play. If you have a small group and only 30 minutes of time, you could skip Acts 2 and 3 and just read the special items (reports) instead.

### ***Preparing for the party***

1. Decide when you will be having the party, where and who will play each role. You should read the description of each character and try to select a role for each guest. Or you may like to give your guests a choice of the roles not yet taken and let them decide for themselves. It is better if people play roles that are as different as possible from their normal lives.
2. Email your guests details of the party, download and attach the **Girls-SUSPECTS.pdf** and, if they aren't playing a suspect, also the appropriate **Girls CHARACTERS** file (pdf) that includes their character:

**Dear:**

**Date:**

**Time:**

**Place:**

**Character:**

Please dress up as your character (see attached). Over dressing and going to extremes is highly recommended.

Please read about the suspects (see attached) before the party as they sometimes contain clues to help you solve the mystery.

3. You may like to print the **Girls-SUSPECTS.pdf** and have available at the party in case some guests didn't get time to read them before the party. If you have downloaded additional characters, you may also like to print them out and have them available at the party.
4. If you are having a small party (i.e., no more than 16 guests), print out the **Girls-CLUES.pdf** and staple the top left corner. If you are using this for a larger group you may prefer to print it on card stock instead of paper. Ignore the headings about the acts and cut out each clue box.
5. Note that some clues are to be given to suspects or investigators (or “anyone” if you don't have any present). Divide the “anyone” clues up evenly amongst however many people you have playing the optional witness roles (or the other roles if you don't have any witnesses). Just make sure you don't give it to the character(s) mentioned in the clue. You may like to work out beforehand who will say each of the “Anyone” clues and write their character's name next to each one. Don't read the clues beforehand as it will spoil your enjoyment of the party, and you may spoil everyone else's enjoyment by letting on that you know everything!
6. Print the **Girls-WHODIDIT.pdf**. Don't read these pages. Fold them and put them in an envelope. Open it at the end of your party to find out who did it.
7. Print a nametag for each character on Avery Adhesive Name Badge format stickers for 2 – 1/3 inch x 3 – 3/8 inch (or on ordinary paper or card stock and provide pins). Use the **Girls-SUSPECT-NAMETAGS** file and the appropriate **Girls CHARACTERS** files for the extra characters.
8. Decorate the room just before the party (see ***Décor suggestions***), prepare or arrange for food for the event (see ***Menu suggestions***) and decide whether you are going to have prizes for the party (see ***Preparing prizes***). This is optional, but recommended.

## ***Décor suggestions***

These are suggestions you might like to follow to make your place look like a high school reunion:

- pictures of schoolgirls scattered around the room
- modern furniture
- music from the era when you all went to school (eg 1970s or 1980s).

## ***Menu suggestions***

You can serve whatever modern food you want. For example, meat pies, sushi, Chinese, Thai food.

### **First Course:**

- spring rolls
- sushi.

### **Second Course:**

- Thai Green curried chicken or vegetables.
- Japanese noodle dish.

### **Desserts:**

- cake
- ice-cream.

Search for recipes on the Internet (eg search for “recipes” on [www.google.com](http://www.google.com) or for specific recipes).

Or you may like to serve cocktail party food such as:

- caviar and crackers (not necessarily expensive caviar)
- vol-au-vents or mini pies
- pastry cases filled with corn or asparagus and cheese
- spring rolls
- pastry parcels with spinach and feta cheese and pine nuts
- spicy chicken wings
- mini pizzas
- hot skewered food
- sweet pies.

If you would prefer, you can serve a sit down dinner or have the food in a buffet / smorgasbord arrangement.

If you are holding the party as a sit down dinner, don't assign fixed seating arrangements. Allow people to sit near the people that their clue(s) indicates they have to speak with. Also allow people to mingle a bit before and after dinner so they can chat with more people and find out more. Some of the suspects may also like to move around a little to other tables between courses.

## ***Preparing prizes (optional)***

This is optional, but you may like to have some prizes available to give to the people:

- who guess who did it
- with the best costume.

You can reduce the number of people you have to give a prize to by asking for details as to who, how and why the person did it.

If you do have prizes, you should let people know they exist just after you read out ***THE RULES***.

***Tip:*** Don't assume that only one person will guess who did it. It is best to have a prize you can divide up (e.g., a box of chocolates or a bag or box of Turkish Delights). If no one guesses correctly, divide the prize up amongst everyone.

If you have a color printer and some T-shirt transfers, you may like to download and print out some of our special T-shirt logos (i.e., “I Gussed Who Did It” and “I Had The Best Costume”). See <https://www.merrimysteries.com/tmm/partytips/murder-mystery-party-prizes/> for details. These are free to download.

## Running the party

We suggest that you run the party as follows:

1. Give each guest his or her nametag. If you have more than 16 guests and are running this as a “meet and mingle” party, give everyone their clue(s).
2. Read **THE RULES** to everyone. Note that there are different rules depending on whether you are running a small party with no more than 16 guests or a larger party. You may also like to leave a copy of the rules near the entrance for people who arrive late to read.
3. Have everyone (or just the suspects if this is a large party with more than 16 guests) introduce themselves to the group by saying their character’s name and a few words about themselves from their description.
4. Check that everyone has read **THE SUSPECTS** page. If they haven’t, give them a few minutes to read them quickly. We sometimes hide clues in these descriptions.
5. If you have more than 16 guests and are running this as a “meet and mingle” party, ask them to mingle and find out information. Make sure everyone tells the people they meet about their clues and that everyone participates. Once people find out things they think may be important, they can also pass that on to the people they meet. The suspects will generally have answers to people’s questions amongst the cards they receive. If a person comes up to them with a clue question, the answer will be the consecutive number (e.g., if the question is 2.5, their answer will be 2.6).
6. Serve your First Course or have dips available (if you are serving various courses, otherwise, just make the food available and let people know they can eat it during the party). If you are having a small party, generally we don’t recommend you continue with the play while people are eating unless you are pressed for time.
7. If it says “Anyone” can say the clue, give it to someone who hasn’t had much to say or if you have people playing optional roles, give it to one of them (they should be taking turns to say the “Anyone” clues). Just make sure it said by someone whose character is mentioned in the clue or that isn’t the next character to speak in the play. Make sure everyone reads out all his or her lines and that everyone participates.
8. Serve the Second Course of your meal (if applicable).
9. If you are having a small party, do Act Two (unless you only have 30 minutes in which case you can skip it).
10. Serve Dessert (if applicable).
11. If you are having a small party, do Act Three (unless you only have 30 minutes in which case you can skip it).
12. If you are having a large party, have the **REPORTS** read out to the whole group. Have a police officer (or someone else if not present) read **Special Item A**. Then have a doctor (or someone else if not present) read **Special Item B**. Then have Jerry’s lawyer (or someone else if not present) read **Special Item C**. If you are having a small party, these reports are optional unless you skipped Acts 2 and 3 because you are having a quick party.
13. You can place all the **Special Items** (including the photos of the evidence and the facts about bats) on a table (or two) where people can view them throughout the party. If you prefer, you can stick them on the wall. If you like, you can use a photocopier to enlarge them. If you are having people seated at tables, you may like to pass around the **Special Items**.
14. Serve hot drinks and after dinner mints (if applicable).
15. Ask your guests to write down their name and who they think did it and how and why they did it on their note card. And also their vote for the person they felt had the best costume. Collect everyone’s votes.
16. After everyone has had a guess, take the **WHO DID IT** pages out of their sealed envelope and read as specified.
17. Present the prizes (if you are providing these). If more than one person guesses correctly, give the prize to the person who has the most correct answers as to how and why the person did it. You may like to also give a prize for the person who has the best (or most creative) costume.

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