
VANTAGE STAYS

The Ultimate Smoky Mountain Family Reunion Planner

Everything You Need to Plan an Unforgettable Family Gathering
in the Great Smoky Mountains

40+ Pages · Checklists · Budget Splitter · Activity Planner
Meal Planning · T-Shirt Organizer · Memory Book Pages

Family Name:

Reunion Dates:

Location:

Organizer:

of Families:

Total Guests:

Table of Contents

1. Reunion Vision & Theme
2. 6-Month Planning Timeline
3. Family Contact Directory
4. Budget Planner & Cost Splitter
5. Cabin & Lodging Assignments
6. Activity Planner (All Ages)
7. Group Meal Planner
8. T-Shirt & Matching Gear Organizer
9. Family Awards & Recognition
10. Photo & Memory Station
11. Communication Hub Setup
12. Smoky Mountain Activities by Age Group
13. Transportation & Arrival Coordination
14. Packing List
15. Day-of Schedule Template
16. Family Tree & Attendance Tracker
17. Keepsake & Memory Book Pages
18. The Vantage Advantage
19. Notes & Ideas

1. Reunion Vision & Theme

A great family reunion starts with a shared vision. Whether this is your first gathering in years or an annual tradition, defining a theme and purpose helps everyone get excited and makes planning easier.

Our Reunion Theme

Theme / motto:

Color scheme:

Purpose of this reunion:

Special occasions to celebrate (birthdays, anniversaries, milestones):

Family traditions to include:

Hashtag for social media:

Popular Smoky Mountain Reunion Themes

Mountain Adventure - Hiking, zip-lining, rafting - an active reunion for adventurous families

Southern Comfort - BBQ cookouts, porch sitting, storytelling, and sweet tea on the cabin deck

Heritage & Roots - Genealogy sharing, family tree building, old photo displays, and storytelling nights

Generations Together - Activities planned for every age group from toddlers to grandparents

Holiday in the Mountains - Thanksgiving, Christmas, or 4th of July celebration in a luxury cabin

Competition & Games - Family Olympics, game room tournaments, trivia nights, and awards

VANTAGE TIP: *Our largest cabins sleep up to 42 guests under one roof - perfect for keeping the whole family together. For even bigger reunions, book multiple cabins in the same resort community.*

2. 6-Month Planning Timeline

6 Months Out

- Form a planning committee (2-4 family members)
- Set the date (poll the family for availability)
- Establish a budget and contribution plan
- Book your Vantage Stays cabin(s)
- Create a group communication channel (GroupMe, WhatsApp, Facebook group)
- Send a save-the-date to all family branches

4-5 Months Out

- Confirm headcount by family unit
- Assign cabin rooms / sleeping arrangements
- Plan the activity schedule
- Research and book any excursions (Dollywood, rafting, etc.)
- Design and order matching t-shirts
- Set up a shared photo album (Google Photos, iCloud)
- Plan the menu and assign meal duties

2-3 Months Out

- Collect payments / contributions from each family
- Finalize activity schedule and share with everyone
- Order any decorations, banners, or supplies
- Plan family awards and recognition ceremony
- Arrange grocery delivery through Vantage concierge
- Confirm all excursion bookings
- Create a packing list and share with families
- Plan the family photo session

1 Month Out

- Send final itinerary to all families
- Confirm cabin details and check-in instructions
- Prepare welcome packets for each family
- Finalize meal assignments and grocery lists
- Charge all devices and portable speakers
- Print any games, trivia, or activity sheets
- Prepare the family tree display

1 Week Out

- Confirm headcount one final time
- Pack decorations, games, and supplies
- Prepare a first-night easy meal (pizza, sandwiches)
- Download offline games and movies for the drive
- Share cabin address and directions with everyone
- Assign arrival-day tasks

Reunion Weekend

- Welcome and check-in
- Cabin tour and room assignments
- Group photo on the deck
- Follow the daily schedule
- Enjoy every moment!
- Closing ceremony and family awards
- Group cleanup and checkout

4. Budget Planner & Cost Splitter

Fair cost splitting is the key to a stress-free reunion. Decide early how costs will be divided - per family, per person, per adult, or a combination.

Cost Splitting Method

- Split equally per family unit
- Split per adult attending
- Split per person (including children)
- Sliding scale (families contribute what they can)
- Host family covers cabin, others cover food/activities

Category	Estimated	Actual	Per Family	Per Person
Cabin Rental	\$	\$	\$	\$
Groceries & Meals	\$	\$	\$	\$
Excursions & Activities	\$	\$	\$	\$
T-Shirts & Matching Gear	\$	\$	\$	\$
Decorations & Supplies	\$	\$	\$	\$
Transportation	\$	\$	\$	\$
Photography	\$	\$	\$	\$
Awards & Prizes	\$	\$	\$	\$
Emergency Fund	\$	\$	\$	\$
Other	\$	\$	\$	\$
TOTAL	\$	\$	\$	\$

Payment Tracker

Family Unit	Amount Due	Amount Paid	Date Paid	Method	Balance

5. Cabin & Lodging Assignments

Map out who sleeps where. For large reunions in multiple cabins, note which cabin each family is in and any special needs.

Cabin 1: _____

Room / Bed	Family / Guests	Ages	Special Needs

Cabin 2: _____

Room / Bed	Family / Guests	Ages	Special Needs

Cabin 3: _____

Room / Bed	Family / Guests	Ages	Special Needs

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VANTAGE TIP: Use our online Cost Splitter tool at vantagestays.com/vantage-plan to calculate fair splits based on family size, nights stayed, and cabin assignment.

6. Activity Planner (All Ages)

The best reunions have something for everyone. Plan a mix of group activities, free time, and age-specific fun.

In-Cabin Activities

- Game room tournament (pool, foosball, arcade)
- Movie night in the theater room
- Hot tub hangout
- Pool party & swimming
- Cooking competition / bake-off
- Family trivia night
- Karaoke / talent show
- Card & board game marathon
- Campfire & s'mores on the deck
- Stargazing from the mountain view
- Family photo session on the deck
- Scrapbooking / memory book station

Smoky Mountain Excursions

Dollywood Theme Park - 25 min from Pigeon Forge cabins - rides, shows, and food for all ages

Great Smoky Mountains National Park - Free entry - hiking, waterfalls, wildlife, scenic drives

Whitewater Rafting - Multiple outfitters on the Pigeon River - Class II-IV rapids

Zip-lining & Aerial Adventures - CLIMB Works, Anakeesta, and more

Ripley's Aquarium - Downtown Gatlinburg - perfect for all ages

Go-Karts & Mini Golf - Dozens of options along the Pigeon Forge Parkway

Horseback Riding - Guided trail rides through the mountains

Gatlinburg SkyLift & SkyBridge - Panoramic views from America's longest pedestrian suspension bridge

Moonshine & Distillery Tours - Ole Smoky, Sugarlands - adults only

Anakeesta - Mountaintop adventure park with TreeCanopy Walk

VANTAGE TIP: Every Vantage stay includes FREE Xplorie attraction tickets - that's complimentary admission to 18+ attractions including zip-lines, rafting, mini golf, and more. Huge savings for large families!

Daily Activity Schedule

Day 1: ___/___/_____

Time	Activity	Location	Who	Notes

Day 2: ___/___/_____

Time	Activity	Location	Who	Notes

Day 3: ___/___/_____

Time	Activity	Location	Who	Notes

Day 4: ___/___/_____

Time	Activity	Location	Who	Notes

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7. Group Meal Planner

Feeding a big family is half the fun. Plan who cooks what, or arrange catering through Vantage concierge. Our cabins have full commercial-grade kitchens perfect for cooking for a crowd.

Meal Assignment Options

- Each family takes a meal shift
- Potluck style - each family brings a signature dish
- Hire a private chef through Vantage concierge
- Combination - some home-cooked, some catered
- Grocery delivery + cook together as a group

Day 1 Meals

Meal	Menu	Who is Cooking	Grocery List	Dietary Notes
Breakfast				
Lunch				
Dinner				
Snacks				

Day 2 Meals

Meal	Menu	Who is Cooking	Grocery List	Dietary Notes
Breakfast				
Lunch				
Dinner				
Snacks				

Day 3 Meals

Meal	Menu	Who is Cooking	Grocery List	Dietary Notes
Breakfast				
Lunch				
Dinner				
Snacks				

Day 4 Meals

Meal	Menu	Who is Cooking	Grocery List	Dietary Notes
Breakfast				
Lunch				
Dinner				
Snacks				

Dietary Restrictions

Person	Allergy / Restriction	Alternatives Needed

8. T-Shirt & Matching Gear Organizer

Matching family reunion shirts are a beloved tradition. This section helps you organize sizes, quantities, and orders. See our downloadable t-shirt design templates at vantagestays.com for free Smoky Mountain-themed designs.

Design Details

Design theme:

Front design:

Back design:

Colors (shirt / ink):

Printer / vendor:

Cost per shirt:

Order date:

Expected delivery:

Size & Quantity Order Form

Family Member	Size	Qty	Family Member	Size	Qty

9. Family Awards & Recognition

Family awards are a highlight of every reunion. Hand out certificates, trophies, or fun prizes. Here are classic categories plus space for your own.

- **Traveled the Farthest:** _____
- **Youngest Family Member:** _____
- **Oldest Family Member:** _____
- **Newest Family Member (baby/marriage):** _____
- **Most Family Members Brought:** _____
- **Best Cook / Chef Award:** _____
- **Game Room Champion:** _____
- **Best Dancer:** _____
- **Most Changed Since Last Reunion:** _____
- **Best Storyteller:** _____
- **Early Bird Award (first to arrive):** _____
- **Night Owl Award (last one up):** _____
- **Best Dressed in Reunion Shirt:** _____
- **Most Enthusiastic:** _____
- **Best Family Photo:** _____
- **Trivia Champion:** _____

Custom Awards

- _____
- _____
- _____
- _____
- _____
- _____

10. Photo & Memory Station

Capture every moment. Set up a dedicated photo station and plan your group shots.

Photo Station Supplies

- Photo backdrop (cabin deck with mountain view is perfect)
- Props (hats, signs, frames, mustaches)
- Polaroid / instant camera for keepsakes
- Tripod & remote for group shots
- Photo guest book for messages
- QR code sign linking to shared album
- Reunion banner or sign with family name & year

Must-Get Group Photos

- Entire family group shot
- Individual family units
- Generations (all grandkids, all siblings, etc.)
- Oldest & youngest together
- Silly / funny group shot
- Matching t-shirt group photo
- Cabin deck panoramic
- Activity action shots
- Cooking / meal prep candids
- Awards ceremony

11. Communication Hub Setup

Keep everyone in the loop before, during, and after the reunion.

GroupMe - Free group texting app. Works on any phone. Best for real-time updates during the reunion.

WhatsApp Group - Great for families who already use WhatsApp. Supports photos and voice messages.

Facebook Group (Private) - Best for pre-reunion planning. Post polls, share photos, build excitement.

Google Shared Drive - Share documents, spreadsheets, and the planning binder digitally.

Shared Photo Album - Google Photos or iCloud. Create a shared album everyone can upload to.

Family Website - For large reunions - create a simple site with schedule, lodging info, and RSVP.

12. Smoky Mountain Activities by Age Group

Toddlers & Preschool (0-5)

- Splash pad at The Island in Pigeon Forge
- Ripley's Aquarium (stroller-friendly)
- Cabin pool & splash time (with supervision)
- Nature walks on easy, flat trails
- Pigeon Forge Snow indoor snow tubing
- Cabin movie night with popcorn

Kids (6-12)

- Go-karts on the Parkway
- Mini golf courses
- Dollywood rides & shows
- Junior zip-line courses
- Gem mining
- Arcade & laser tag
- Easy hiking trails (Laurel Falls, Grotto Falls)
- Cabin game room tournaments

Teens (13-17)

- Full zip-line courses
- Whitewater rafting
- Anakeesta TreeCanopy Walk
- Mountain coasters
- Escape rooms
- Gatlinburg SkyBridge
- Shopping on the Gatlinburg strip
- Cabin hot tub & pool hangout

Adults (18-64)

- Distillery & winery tours
- Challenging hikes (Chimney Tops, Alum Cave)
- Horseback riding
- Spa day
- Dinner shows (Dolly Parton's Stampede, Hatfield & McCoy)
- Shopping at Tanger Outlets

- Scenic drives (Cades Cove, Roaring Fork)

Seniors (65+)

- Scenic drives through the National Park
- Cades Cove loop (wildlife viewing)
- Gatlinburg Arts & Crafts Community
- Dinner theater shows
- Cabin deck relaxation with mountain views
- Easy nature walks
- Shopping & browsing in downtown Gatlinburg
- Hot tub therapy

14. Packing List

Essentials

- Reunion t-shirts
- Comfortable walking shoes
- Layers (mountain weather changes fast)
- Rain jacket
- Sunscreen & bug spray
- Medications
- Phone chargers
- Cash for attractions

For the Cabin

- Board games & card games
- Bluetooth speaker
- Decorations & banner
- Photo props
- Awards & prizes
- Coolers for day trips

For Activities

- Hiking boots / trail shoes
- Swimsuits & towels
- Binoculars for wildlife
- Camera / GoPro
- Daypack / backpack
- Water bottles

For Kids

- Car entertainment (tablets, books)
- Favorite snacks
- Comfort items (blankets, stuffed animals)
- Floaties / swim gear
- Coloring books & crayons

15. Day-of Schedule Template

Day 1: ___/___/___ Theme: _____

Time	Activity	Location	Lead Person	Notes
7:00 AM				
8:00 AM				
9:00 AM				
10:00 AM				
11:00 AM				
12:00 PM				
1:00 PM				
2:00 PM				
3:00 PM				
4:00 PM				
5:00 PM				
6:00 PM				
7:00 PM				
8:00 PM				
9:00 PM				
10:00 PM				

Day 2: ___/___/___ Theme: _____

Time	Activity	Location	Lead Person	Notes
7:00 AM				
8:00 AM				
9:00 AM				
10:00 AM				
11:00 AM				
12:00 PM				
1:00 PM				
2:00 PM				
3:00 PM				
4:00 PM				
5:00 PM				
6:00 PM				
7:00 PM				
8:00 PM				

9:00 PM				
10:00 PM				

Day 3: ___/___/___ Theme: _____

Time	Activity	Location	Lead Person	Notes
7:00 AM				
8:00 AM				
9:00 AM				
10:00 AM				
11:00 AM				
12:00 PM				
1:00 PM				
2:00 PM				
3:00 PM				
4:00 PM				
5:00 PM				
6:00 PM				
7:00 PM				
8:00 PM				
9:00 PM				
10:00 PM				

Day 4: ___/___/___ Theme: _____

Time	Activity	Location	Lead Person	Notes
7:00 AM				
8:00 AM				
9:00 AM				
10:00 AM				
11:00 AM				
12:00 PM				
1:00 PM				
2:00 PM				
3:00 PM				
4:00 PM				
5:00 PM				
6:00 PM				
7:00 PM				
8:00 PM				

9:00 PM				
10:00 PM				

17. Keepsake & Memory Book Pages

Pass these pages around during the reunion for family members to write messages, memories, and wishes.

My favorite family memory is...

Name: _____ Date: __/__/____

The funniest thing that happened at this reunion was...

Name: _____ Date: __/__/____

I'm grateful for our family because...

Name: _____ Date: __/__/____

My wish for our family's future is...

Name: _____ Date: __/__/____

A message to the next generation...

Name: _____ Date: ___/___/_____

18. The Vantage Advantage

One Roof, One Family

Cabins sleeping 5-42 guests mean everyone stays together. No splitting up across hotels.

Resort Community Options

For 50+ guests, book multiple cabins in the same community - steps apart, not miles.

Full Resort Buyout

The ultimate private reunion - buy out an entire resort exclusively for your family.

Free Attraction Tickets

Every stay includes Xplorie tickets to 18+ attractions. For a family of 30, that's hundreds in savings.

Concierge Services

Grocery delivery, private chefs, celebration decor - we handle the details.

Built-In Entertainment

Private pools, hot tubs, game rooms, theater rooms, and mountain views - all included.

Trip Planning Tools

Use our online trip planner, cost splitter, and meal planner at vantagestays.com.

Book Direct & Save

No middleman fees. Best rates guaranteed. 21+ years of Smoky Mountain hospitality.

Ready to plan your family reunion?

Visit vantagestays.com or call **(865) 408-1817**

Email hello@vantagestays.com for a personalized group quote.

