



BRIDAL SHOWER CHECKLIST

THREE MONTHS BEFORE

TALK WITH THE BRIDE TO CONFIRM DETAILS

Does she want a particular date or day of the week? Would she prefer an all women or co-ed couples shower? Would she like a traditional event, or a unique lingerie only shower?

SET THE DATE

Now that you've discussed the shower with the bride, you can plan which date works best based on her schedule, as well as your own. Showers typically tend to be held on Saturday or Sunday mornings or afternoons.

SET GUEST LIST

This is also an important step to include the bride. Even close friends and family members may not be aware of all the guests the bride would like to attend. Make sure to get a guest list from the bride to ensure all those whom she wishes to be there are invited.

BOOK VENUE

Now that you have an idea of the guest list and number, you can make a better decision on where to host the shower. Whether you decide to go with a banquet facility, country club, church hall, or someone's private home, planning 3 months in advance gives everyone enough time to plan and prepare as needed.

TWO MONTHS BEFORE

SEND SAVE THE DATES (optional)

Sending save the dates is a good way to ensure guests can attend and avoid scheduling conflicts. This is especially helpful for any out of town guests whom may wish to attend but require more notice than local guests.

BRIDAL PARTY MEETING

This is where you should establish roles and responsibilities, along with budget. The group can plan and agree on what needs to be done (food, décor, invitations, music, activities), and delegate tasks to those present so everyone can help out with the process.

ORDER FOOD + RENTALS

Time to visit the caterer, bakery, and party supply rentals to confirm all of the items you need. Things like linens, tables and chairs, Dinnerware, and décor items can all be sourced from local party rental companies if necessary. Also, be sure to pre-order any catering or baking, such as a bridal shower cake or cupcakes, you require at this stage.

ACQUIRE GUEST ADDRESSES

Ensure you have all the addresses or emails of the proposed guests. You wouldn't want to be scrambling for these last minute and risk missing important guests!

REMIND BRIDE TO CREATE GIFT REGISTRIES

ONE MONTH BEFORE

ASSEMBLE AND SEND INVITATIONS

Ensure you mail them out with at least 30 days notice so that guests can RSVP with sufficient time if your venue or catering requires 1-2 weeks advance notice for number of guests. Also, be sure to include gift registry information or theme gift instructions.

SHOP FOR DECORATIONS

Purchase your party décor, paper goods, and any props you may need. Are you planning on putting together a bow filled apron or hat? Now's the time to begin assembling your vision and theme!

PURCHASE FAVORS

Favors are customary, but optional. If you're choosing to give favors, purchase them and prepare them with little thank you notes or gift tags. Favors are a great way to emphasize your theme or bring out the brides personality, so keep that in mind!

TWO WEEKS BEFORE

ORDER FLOWERS

If your opting for real flowers or centerpieces, be sure to order them in advance to ensure you have options and it fits within your budget!

PURCHASE YOUR GIFT

Whether you opt for a group gift with the bridal party, or individual gifts, be sure to not leave it to the last minute.

MAKE A SHOPPING LIST

Plan ahead and consider all the ingredients or items you may need. Cocktails and spirits? Napkins and cutlery? Hard to find ingredients or candies you require? It's much easier if it's all written down and pre-planned.

ONE WEEK BEFORE

CONFIRM VENUE RESERVATION

CONFIRM ORDERS AND DELIVERIES

CONFIRM RSVP'S

PLAN DECOR AND LAYOUT

PLAN GAMES AND ACTIVITIES

ONE DAY BEFORE

PREPARE + PREP FOOD ITEMS

ASSEMBLE DECORATIONS AND EQUIPMENT

CONFIRM ARRIVAL/SET UP TIME WITH BRIDESMAIDS

RUN LAST MINUTE ERRANS

PLAN WELCOME/THANK-YOU SPEECH

DAY OF SHOWER

PREPARE + PREP FOOD ITEMS

SET UP DECOR AND FOOD TABLE

MAKE GIFT TABLE AND OPENING AREA

ENJOY THE PARTY!

