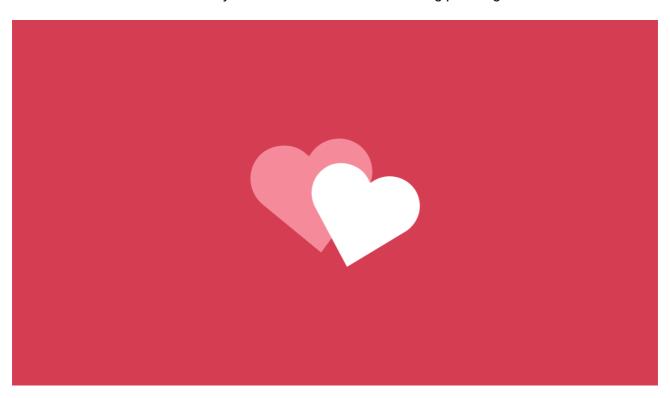
## **BRIDAL SHOWER CHECKLIST**

A bridal shower is a fun and highly anticipated celebration for the bride-to-be, giving her a chance to take a day off from the stresses of wedding planning.



## **3 MONTHS BEFORE**

	<b>Set a date</b> - The shower can be held anywhere from two weeks to two months before the wedding. Select a date that works best for your circumstances and, if it's not a surprise, check with the bride. The earlier the better!			
	<b>Coordinate with the bride</b> - If it's not a surprise, get the bride's input on whom to include and specifics details such as the date, theme or style.			
	Create a budget - To avoid overspending, set a budget and coordinate with the people involved to balance out costs.			
	<b>Select and book venue</b> - Whether held at a home, an event space or an outdoor location, reserve a venue that best suits the bride's personality and tastes. Consider the costs in line with your budget			
	<b>Decide on theme</b> - Although not necessary, a creative bridal shower theme can liven up the event. It may dictate the drinks, food and activities you choose, so don't be afraid to have some fun with it!			
	<b>Create guest list</b> - Although it doesn't have to align with the wedding invite list, be sure you invite all important figures in the bride's life. Determine if you want it to be co-ed or just an all ladies affair.			
	<b>Finalize time</b> - After you choose the date, pick a time to hold the shower. Take into account that a bridal shower typically lasts 2-4 hours.			
	<b>Select invitations</b> - Bridal shower invitations should tie into the style or theme of the shower. Include directions, attire, registry details, how to RSVP and any other essential details.			
2 MONTHS BEFORE				

Send a save the date email- If important guests are traveling from out of town, confirm there are no scheduling conflicts.

<b>Collect addresses or emails for invites</b> - Whether you plan on sending an Evite or a physical inviaddresses you will need ahead of time.	te, make a list of all			
<b>Create a planning committee</b> - If you need the extra help, get a group together and delegate task person. Keep communication open to address any questions or concerns.	ks and roles for each			
Start planning - Make a list to finalize decisions on decorations, flowers, favors, music and men the theme!	u items. Be sure it ties into			
Place rental order - If the venue doesn't include it already, be sure to reserve tables, chairs and I	inens as needed.			
Consider hiring staff- To serve drinks or food on the day of the event, be sure to book staff in a	dvance if you go that route.			
Order special items - Call the bakery, caterer and flower shop of choice to place orders in advan	ce.			
1 MONTH BEFORE				
Send out invitations - Give guests about a month to save the special day on their calendar and r	nake accommodations.			
Share details with the groom- If the groom will be making a guest appearance at the shower, be details separately.	e sure to send him all the			
<b>Decide on activities</b> - Staying within theme and budget, make a plan for interactive bridal showe activities. Incorporate music or even a photo booth if it fits!	r themed games or			
Order food and drinks - For the catering or bartending service route, place your orders at least a	month out.			
Check in on committee - Ask the bridesmaids, friends or family members assisting on the commassigned items. Offer to help if they need it.	nittee to confirm their			
<b>Decide on a take home favor</b> - Pick a creative gift that guests can bring home. Whether it's a suc into the theme and place the order for pick up in advance.	oculent or wine tumbler, tie it			
THE WEEK OF				
Confirm reservations - Make quick calls to all orders to confirm delivery times and details.				
<b>Purchase food or drinks</b> - If you're making food yourself, buy and begin preparations for any me in advance. Also, be sure to purchase spirits if you're making cocktails.	nu items that can be made			
Pick up decor - To avoid stressing on the day of the event, pick up decorations or flowers the we	eek of.			
Assemble take home favors - If your take home gifts require gift wrapping or assembly, put these	se together in a fun way!			
Create floor plan - Put together a venue map to facilitate layout of equipment, tables, decoration	ns and favors			
Touch base with committee - Ask whoever is available if they can come early to help set up on the	he day of the event.			
THE DAY OF				
Set up - Setup tables, chairs, activities, food and drink displays.				
<b>Decorate</b> - Whether you use banners, balloons, streamers or a fun photo booth table, be sure to way that makes sense for the venue.	set up your decorations in a			
<b>Designate gift opening area</b> - Have a specific area that guests can gather around the bride as sl	ne opens. Assign someone			

to keep a list of who gifts the bride what for thank you notes later.	
Have fun! - The most important part of the process is to enjoy it. Remember place—to celebrate the beautiful couple!	why a bridal shower is so special in the first  Make and Share Free Checklists  checkli.com