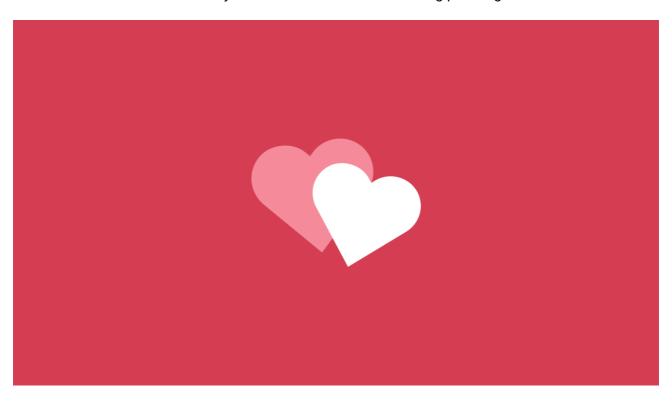
BRIDAL SHOWER CHECKLIST

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

	Set a date - 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!
	Coordinate with the bride- 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.
	Select and book venue- 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
	Decide on theme - 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!
	Create guest list - 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.
	Finalize time - After you choose the date, pick a time to hold the shower. Take into account that a bridal shower typically
	lasts 2-4 hours.
	Select invitations - 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 N	MONTHS BEFORE

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

Collect addresses or emails for invites - Whether you plan on sending an Evite or a phys addresses you will need ahead of time.	sical invite, make a list of all
Create a planning committee - If you need the extra help, get a group together and deleg person. Keep communication open to address any questions or concerns.	gate tasks and roles for each
Start planning - Make a list to finalize decisions on decorations, flowers, favors, music a the theme!	and menu items. Be sure it ties into
Place rental order - If the venue doesn't include it already, be sure to reserve tables, cha	irs and linens as needed.
Consider hiring staff- To serve drinks or food on the day of the event, be sure to book s	taff in advance if you go that route.
Order special items - Call the bakery, caterer and flower shop of choice to place orders	in advance.
1 MONTH BEFORE	
Send out invitations - Give guests about a month to save the special day on their calend	dar and make accommodations.
Share details with the groom- If the groom will be making a guest appearance at the sh details separately.	nower, be sure to send him all the
Decide on activities - Staying within theme and budget, make a plan for interactive brida activities. Incorporate music or even a photo booth if it fits!	al shower themed games or
Order food and drinks - For the catering or bartending service route, place your orders a	t least a month out.
Check in on committee - Ask the bridesmaids, friends or family members assisting on t assigned items. Offer to help if they need it.	he committee to confirm their
Decide on a take home favor - Pick a creative gift that guests can bring home. Whether into the theme and place the order for pick up in advance.	it's a succulent or wine tumbler, tie it
THE WEEK OF	
Confirm reservations - Make quick calls to all orders to confirm delivery times and deta	ils.
Purchase food or drinks - If you're making food yourself, buy and begin preparations for in advance. Also, be sure to purchase spirits if you're making cocktails.	any menu items that can be made
Pick up decor - To avoid stressing on the day of the event, pick up decorations or flower	rs the week of.
Assemble take home favors - If your take home gifts require gift wrapping or assembly,	put these together in a fun way!
Create floor plan - Put together a venue map to facilitate layout of equipment, tables, de	ecorations and favors
Touch base with committee - Ask whoever is available if they can come early to help se	t up on the day of the event.
THE DAY OF	
Set up - Setup tables, chairs, activities, food and drink displays.	
Decorate - Whether you use banners, balloons, streamers or a fun photo booth table, be way that makes sense for the venue.	sure to set up your decorations in a
Designate gift opening area - Have a specific area that guests can gather around the br	ide as she 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 w place—to celebrate the beautiful couple!	why a bridal shower is so special in the first Make and Share Free Checklists checkli.com