

 *Bridal Shower Checklist* 

3+ months before the bridal shower

- talk to the bride to find out what kind of shower she wants (does she want a themed shower?)
- determine the location (if you're going to a restaurant or some other venue, book it early)
- decide if cocktails will be served at the shower
- set a date (including time of day and the length of the party)
- create a guest list (also, decide if it's a women's or couple's shower)
- note - even though you are planning the shower, the bride's input is vital.
- _____
- _____

2 months before the bridal shower

- send an email to or call out of town guests to let them know the shower date
(so they can start making reservations and plans.)
- set a final budget
- purchase invitations
- get together with everyone involved in planning the shower to brainstorm ideas for decorations, food, etc.
- make a detailed list of specific tasks and assign them to the people involved
- order any special items such as cake, linens or any rental items you may need
- get your address list together
- _____
- _____
- _____

1 month before the bridal shower

- address and send out your invitations
(make sure to include the gift registry and directions to the bridal shower)
- shop for decorations, paper goods and other items you will need for the shower
- if guests are bringing any food, call to confirm what they are bringing
- _____
- _____
- _____

2+ weeks before the bridal shower

- place order for flowers
- make a shopping list of food and drinks (buy any hard to find ingredients at this time)
- purchase alcohol, if you are serving cocktails
- pick up any items such as punch bowls, coffee urns, etc.
- buy your shower gift for the bride
- _____
- _____