



# “Baby Shower Checklist”

by InvitationConsultants.com

For a successful baby shower be sure to plan ahead. Use the following checklist as a guide to planning your shower.

## 3 months before the baby shower:

- Set the date for the shower
- Make the guest list
- Choose the location
- Decide what type of shower to have (formal or informal) (co-ed or women only)
- Plan the menu
- Decide on a theme
- Order invitations

## 5-6 Weeks before the baby shower:

- Send the invitations
- If necessary, order party rentals such as tables and chairs

## 1 month before the baby shower:

- Finalize the menu
- Order the cake
- Purchase decorations and favors
- Purchase plates, napkins and utensils
- Decide on party games
- Purchase prizes for party games

## 1 week before the baby shower:

- Compile a final guest count
- Purchase a gift for the guest of honor
- If the event is not catered place your order for food platters, etc.
- Decide on background music

## 1 day before the baby shower:

- Purchase or prepare food, pick up any platters ordered
- Purchase beverages
- Wrap gifts
- Pick up the cake
- Pick up rentals that aren't delivered
- Have your camera ready

## Day of the baby shower!

- Start decorating
- Buy ice and any other last minute items needed
- Display foods and beverages
- Prepare a gift table
- Arrange tables and party favors
- Relax and have fun