

# Baby Shower Checklist

## Two Months Prior

- Set a date for the baby shower
- Create a guest list
- Decide budget limits
- Choose shower location

## One Month Prior

- Choose shower theme
- Select and mail invitations – include directions and RSVP deadline
- Ask for help if you need it!
- Plan menu with caterer or with friends if it's potluck

## Three Weeks Prior

- Order baby shower cake
- Order flowers and balloons if desired
- Order tables and chairs if needed

## Two Weeks Prior

- Buy baby shower decorations, favors and game prizes
- Plan baby shower games
- Buy plates, cups, utensils, napkins, etc.
- Finalize menu with caterer or friends
- Buy guestbook

## One Week Prior

- Confirm guest list
- Call guests who haven't RSVP'd
- Wrap gifts and prizes
- Review games and activities
- Buy film and batteries for camera or video camera
- Recharge batteries if necessary
- Start cleaning if hosting the shower at home
- Prepare nametags, menu and table assignments if necessary

## One Day Prior

- Start decorating your home
- Set up tables, chairs, gift table, food table, etc. if hosting at home
- Prepare as many dishes as possible today
- Prepare party favors (confirm number) and baby shower games
- Cook baby shower cake if doing it yourself
- Create a schedule for the baby shower so that nothing will be missed

## The Day of the Baby Shower

- Finish any last minute decorating
- Pick up balloons, flowers, cake, centerpiece, etc.
- Prepare beverages or punch
- Make sure you have enough ice and beverages
- Set up food and cake tables
- Ask a friend to take pictures
- Make sure the guest of honor is comfortable
- Have a garbage bag available when gifts are being opened
- Using your guest list, write down who gave which gift or use our gift checklist
- Have fun!**