

Shower Planning Checklist

Three to Four Months In Advance

- Agree on a shower date and time with the bride (and groom, if appropriate). If the shower will be a surprise, seek input from the bride's mother or another close friend or relative.
- Decide whether or not the shower will be coed, and choose a theme.
- If the shower will be held in a location other than the host's home, book reservations.
- If others have offered to co-host, confirm and divide duties accordingly.

Two Months In Advance

- Request a list of guest addresses from the bride (or the appropriate friend or relative, for a surprise shower).
- Order any necessary party rentals, such as linens and glassware.
- Confirm where the couple is registered.
- Choose invitations. If you're having them custom-printed, place your order now.

One Month In Advance

- Address and mail invitations.
- Choose and purchase party decorations, tableware, favors, libations and other supplies.
- Decide on the menu. Test those recipes you haven't tried before to ensure that they'll be successful.

Two Weeks In Advance

- Finalize your grocery list. Order any special items needed, such as a cake.
- Buy your gift for the couple. If you're chipping in on a group gift, ensure that all money is collected and confirm who will make the purchase.

One Week In Advance

- Contact guests who have not replied to confirm whether they'll be attending.
- Call to confirm location reservations and delivery or pickup of supplies.
- If hosting the party at your home, do a thorough cleaning.

One Day In Advance

- Prepare any foods or beverages that can be made ahead.
- Wash dishes and glassware; iron linens; buy and arrange flowers.
- Spot clean the house as needed.
- Take care of preliminary setup: lay out plates and utensils, position the chair where the bride will open gifts, etc.
- Treat yourself to a relaxing ritual, such as a hot bath or a massage, and get a good night's sleep. You've earned it!