

Eight to 10 weeks before...

- ☐ Choose a location
- ☐ Set a budget
- ☐ Make a guest list
- ☐ Pick a date and time

Four to six weeks before...

- ☐ Send out invitations
- ☐ Decide on party games
- ☐ Pick a theme
- ☐ Order a cake and/or flowers
- ☐ Plan the food and drinks
- ☐ Ask friends and family for help if needed
- ☐ Decide what to include in goody bags for guests

One to two weeks before...

- ☐ Phone anyone who hasn't RSVP'd
- ☐ Buy decorations and disposable tableware
- ☐ Buy props and prizes for party games
- ☐ Buy gifts for goody bags
- ☐ Buy your gift for the guest of honour
- ☐ Hire or borrow extra chairs if needed

Two days before...

- ☐ Finish your food shopping
- ☐ Ask a guest to take photos on the day
- ☐ If you'll be cooking, do as much as you can ahead

One day before...

- ☐ Pick up the cake and/or flowers
- ☐ If the party's at your house, give it a good clean
- ☐ Decorate the party space
- ☐ Finish preparing the food
- ☐ Put together the goody bags

On the day of the baby shower...

- ☐ Set out the party game props and prizes
- ☐ Chill drinks in the fridge to be ready at party time
- ☐ Set out chairs for guests
- ☐ Have a comfortable chair ready for the mum-to-be
- ☐ Choose someone to write down who gives what gift
- ☐ Relax and have fun!