



...○... TWO MONTHS BEFORE ...○...

- Coordinate with the guest of honor to pick the date
- Pick (and book, if needed) the venue
- Plan the shower theme
- Decide if shower is co-ed or kid-friendly
- Create an invite list and gather email/ mailing addresses

...○... SIX WEEKS BEFORE ...○...

- Recruit extra help for games, decorating and food
- Finalize baby registry info
- Send invitations

...○... ONE MONTH BEFORE ...○...

- Outline the food and drink menu
- Order desserts
- Plan baby shower games
- Coordinate photography

...○... THREE WEEKS BEFORE ...○...

- Buy paper goods and decorations
- Prepare party favors and prizes
- Refine your shopping list and gather nonperishables
- Gather baby photos from the new parents for a decorative table



SignUpGenius

Organize baby shower RSVPs and coordinate group gifts with SignUpGenius

...○... TWO WEEKS BEFORE ...○...

- Double check reservations if hosting at a restaurant/venue
- Purchase last-minute gifts from registry to allow for shipping
- Order a corsage, special sash or tiara for the guest of honor
- Purchase a memory book

...○... ONE WEEK BEFORE ...○...

- Finalize the RSVP list
- Buy perishable food items and remaining decorations
- Decorate a chair where the special guest will sit to open presents
- Prepare a gift table and basket for cards
- Confirm any helpers

...○... ONE DAY BEFORE ...○...

- Decorate the party space
- Set up the food station with all serving utensils
- Prep any dips, sandwiches or casseroles to reheat the next day
- Set up extra chairs
- Pack the car if you will be going to another venue
- Pick up the cake, flowers or other items that need to be fresh

...○... PARTY DAY ...○...

- Arrange food and drinks
- Write down all gifts and givers
- Make sure the mom-to-be eats
- Hand out party favors
- Help the guest of honor pack up all the gifts

