



The Shower Diva's Party Check List

Plan • Prepare • Party

Don't let stress get to you. Use The Shower Diva's checklist to stay organized and to throw the best shower ever!
Remember to do *most of your house cleaning* several days before the shower.

6 to 12 Weeks Ahead

- ___ Join www.DivaDarlings.NET (for easy planning)
- ___ Enlist help from at least one trusted friend
- ___ Meet with your Guest of Honor and discuss **expectations***
- ___ Establish your budget
- ___ Create the guest list
- ___ Send save the dates through www.DivaDarlings.NET
- ___ Set the date
- ___ Decide the location
- ___ Choose the theme of your event
- ___ Plan fun activities
- ___ Plan your menu

3 to 4 Weeks Ahead

- ___ Send invitations (*include maps / directions*)
- ___ Order or create theme centerpieces
- ___ Order welcome/street sign
- ___ Order favors from www.BadaBadaBingo.com
- ___ Order games from www.BadaBadaBingo.com
- ___ Order prizes from www.BadaBadaBingo.com
- ___ Hire photographer (optional)
- ___ Hire a cleaning crew if your budget allows (optional)

2 to 3 Weeks Ahead

- ___ Order cake/cupcakes/dessert
- ___ Order flowers/balloons/decorations
- ___ Decide on music
- ___ Buy disposable cameras
- ___ Check battery and card on your digital camera
- ___ Check battery and card on your video camera

1 Week Ahead

- ___ Finalize RSVP/guest count
- ___ Make follow up phone calls if necessary
- ___ Plan final activities and games
- ___ Confirm reservations (if held outside home)
- ___ Babysitters (if young children are attending)
- ___ Prepare a gift table
- ___ Wrap your gift (optional)
- ___ Clean house
- ___ Stock up on toilet paper, hand soap and trashbags
- ___ Make sure guest towels are clean and ready
- ___ Assemble and try out decorations
- ___ Make sure you have enough dishes
- ___ Make sure you have enough napkins/linens
- ___ Stock up on toothpicks, display in a nice container
- ___ Buy or create name tags
- ___ Buy or create drink tags
- ___ Buy or create seating cards (optional)
- ___ Stock up on beverages: filtered water/coffee/tea/soda/punch/adult drinks

Day Ahead

- ___ Set up tables/chairs
- ___ Decorate
- ___ Set out favors
- ___ Set out disposable cameras
(*All cameras to be returned at the end of the shower*)
- ___ Review games and activities
- ___ Purchase Ice
- ___ Prepare food

The Day Of

- ___ Pick up fresh flowers/balloons
- ___ Pick up cake/cupcake/dessert
- ___ Set Out welcome/street sign/balloons
- ___ Set out "Shower Guest Sign In Sheet"
- ___ Create the "Disposable Camera" Turn-In Center
- ___ Take a breather!
- ___ Relax and know that you've done it all! You are a Diva Hostess and you are prepared (Step 2)! It's all about the Guest of Honor now. *Remember: Guests will be looking to YOU for cues as to how to be, so relax and have fun! Go Diva Darling!!*

The Day After

- ___ Have the cleaning crew in (optional)
- ___ Drop-off cameras to be processed

The Week After

- ___ Pick up cameras and gift a photo album of shower memories to Guest of Honor
- ___ **Post your shower photos to www.DivaDarlings.NET and share your success story** with others! Let them know what went right and how you did it!! Be part of a growing community that is all about **sharing the love**.

***Expectations** - Meet with your Guest of Honor to find out what she wants for her shower. Please do what you can for her and let her know what are you are realistically able to do for her. We all have limits of time, energy, money and resources. If you need help from friends, please get it! People LOVE to help. It is a way to feel loved, useful and wanted. In fact, the more the merrier!!



www.DivaDarlings.NET ... "The" fun place to celebrate your
Baby Shower, Bridal Shower or Bachelorette Party!



www.theshowerdiva.com

www.badabadabingo.com
trendy shower games and favors

www.divadarlings.net