



Timeline Worksheet

by www.baby-shower.com

Be sure to check out our detailed [Baby-Shower.com Planning Timeline](http://www.baby-shower.com) online!

	Things To Do	Notes	Done
Week 10	Download baby-shower.com Worksheets		
	Visit baby-shower.com online timeline and other planning advice pages		
	Work out Budget		
	Decide on a Theme		
	Choose a Venue		
Week 9	Request Guest lists from key guests, i.e. Mother to be, Grandmothers, etc.		
	Price out decorations		
	Price out prizes and gift bags		
Week 8	Reserve out of home venue if applicable.		
	Book caterer if applicable		
	Collect guest lists		
	Compile guest lists into one list		
	Order invitations or start making them		
	Plan menu and find recipes at baby-shower.com		
	Review your budget and make changes		
Week 7	Continue making the invitations if applicable		
	Price floral arrangements		
	Plan when to order floral arrangements and put in your day planner book		
	Review guest lists and update missing information		
Week 6	Pick up invitations from printer		
	Finish invitations if you made them		
	Stuff invitations and mail		
	Order online decorations, prizes or gifts		
	Decide on outside entertainment		



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Week 5	Review budget. Make changes if necessary.		
	Go shopping. Buy any decorations, gift bags or prizes not ordered online.		
	Relax and wait for RSVPs		
	Commit to Entertainer if applicable		
Week 4	Mark off RSVPs		
	Visit baby-shower.com for some great games		
	Reassess your shopping list and make a new one to fill out the remaining items		
Week 3	Write up grocery list; Find out if guests are bringing dishes		
	Finish purchasing remaining decorations and prizes		
	Finish prep work for games		
	Order extra tables and chairs if necessary		
	Order desserts		
Week 2	Call to find out status of missing RSVPs		
	Confirm orders and reservations		
	Put together gift bags		
	Purchase expectant mom's gift		
	Wrap presents		
Week 1	Review Guest list and to-do list once more		
	Pick up groceries and anything not being delivered		
	Clean your house		
	Decorate your house		
	Prepare food		