

# Detailed Bachelorette Party Checklist

By Sherry M. Lewis

- ☐ **Booking the Venue(s) and Accommodations**
  - ☐ **Choose the venue** Make a shortlist of attractions, restaurants, or other venues within your budget and let the bride decide which one she would like the best.
  - ☐ **Book the venue** If reservations are required for dinner or a spa day, book well in advance and confirm two weeks ahead.
  - ☐ **Number of party-goers** Call and give an exact number of attendees after guests return RVSP cards.
  - ☐ **Accommodations** Offer to assist out of town guests in finding hotel accommodations close to the party.
- ☐ **Planning the Menu**
  - ☐ **Type of food** When choosing a restaurant or caterer, consider any guests' allergies or food sensitivities.
  - ☐ **Price range** Keep the cost within each guest's budget.
  - ☐ **Theme** Does anyone want to eat a rib BBQ right before going dancing at a club? Choose menu items that correspond with the party theme.
- ☐ **Entertainment**
  - ☐ **Concerts or other events** Book tickets well in advance and make sure all seats are together. Call ahead to tell them it's a bachelorette party to see if any perks are available.
  - ☐ **Adult entertainment.** Book ahead, know the laws, and don't break them!
  - ☐ **Prizes and favors** Treat playgoers to some thoughtful favors and prizes for attending.
  - ☐ **Games** Plan a variety of bachelorette party games and choose whichever one suits the mood at any point during the night.
- ☐ **Safety**
  - ☐ **Identification** In larger bachelorette parties, the attendees may know the bride from different areas of her life and may not necessarily know each other. Use glow necklaces, leis, or another uncommon accessory to identify the bride's friends in crowded areas.
  - ☐ **Contact information** Program all guests' cell phone numbers into the chaperone's phones before splitting up, even to go to the washroom.
  - ☐ **Meeting place** Set a designated time and place to meet in case anyone is lost throughout the event.
  - ☐ **Chaperone** At least one person should remain sober and responsible throughout the event, to handle emergencies and ensure all women get home.
- ☐ **Transportation**
  - ☐ **Getting to town** Send out of town guests a list of suggested flights or train schedules with their invitation.
  - ☐ **Getting around town** Book a hired car, limo, bus, or other vehicle large enough to accommodate all guests.

- ☐ **Getting home** A responsible party or chaperone should see each party-goer back to her doorway or hotel to ensure the personal safety of all of the bride's friends and family.
- ☐ **Tips**
  - ☐ **Plan for the bride** It is important to respect the wishes of the bride but that doesn't mean you have to respect the wishes of the groom. This is her party.
  - ☐ **Backup plan** If you are planning an outdoor event, make a Plan B for an indoor venue in case of bad weather.
  - ☐ **Provide information** Share the details of the event with all attendants, giving them a chance to back out if they are uncomfortable with any of the plans or entertainment.
  - ☐ **Arrange clean-up.** If the party is held at a private residence, make sure the owner has a cleaning crew (preferably the bridesmaids) to help out the next day!
  - ☐ **Set a date before the wedding** Avoid festivities the night before the wedding so the bridal party is in good shape for the big day.