HEN DO PLANNING CHECKLIST

From Rock My Wedding

YOUR HEN DO DATE:

4 TO 6 MONTHS OUT
FIGURING OUT THE BASICS

- ☐ Consult the bride.
- ☐ Make a guest list (and a group chat).
- ☐ Agree on the hen party budget.
- ☐ Pick a date and send save the dates.
- ☐ Get researching into themes and locations (especially if abroad).

3 MONTHS OUT
PLANNING AND BOOKING

- ☐ Decide on the hen party type and theme.
- ☐ Draft a hen-do agenda.
- ☐ Book the venue and/or accommodation.
- ☐ Book group activities and reserve any restaurants/bars (don't forget dietary requirements).
- ☐ Arrange for catering and other services.
- ☐ Keep an eye on the price (make sure you cover the cost of the bride and leave contingency for any cancellations - any money left over can go on bubbly).

2 MONTHS OUT
POLISH THE PLAN

- ☐ Check in with the guests and send the itinerary.
- ☐ Confirm all the bookings (especially if some hens have to book transport themselves).
- ☐ Take care of the booze.
- ☐ Organise the hen party decor using our hen party theme ideas.
- ☐ Request anything you need for a hen book for the bride.
- ☐ Collect a deposit from all of the hens if you haven't done so already.

1 MONTH OUT
GET CRAFTY

- ☐ Pick up the decor and sort out goodie bags for the hens.
- ☐ Craft any DIY items - the hen book, flower crowns, sunglasses etc.

2 WEEKS TO GO...
IT'S THE FINAL COUNTDOWN

- ☐ Download our hen party playlist.
- ☐ Collect the final balance of the money.
- ☐ Find some fun games to play in case you need to fill any gaps in time.
- ☐ Send out a reminder if the hens need to wear something in particular and any packing essentials if the hen is abroad.

1 WEEK TO GO...
GET READY TO (HEN) PARTY

- ☐ Pack the essentials.
- ☐ Don't forget to tell the bride where she needs to be and what she needs to bring.
- ☐ Reiterate meeting points, when you'll be eating etc.
- ☐ Have some pamper time on your own or with the hens.

THE DAY OF
IT'S LADIES NIGHT

- ☐ Have a good time (and make sure others do, too).
- ☐ Set up the games, activities, food, and decor.
- ☐ Ensure your bride is relaxed and happy.

ROCK MY WEDDING