**Bachelorette Party Agenda**

A bachelorette party agenda could be a very effective tool that will help the hostess get organized.

How to Prepare the Bachelorette Party Agenda

Use a simple word processing program or a spreadsheet to create a list of all activities connected to the planning and the organization of the bachelorette party. Try to be as detailed as possible.

Once you have listed all of the activities, you should give those a time period. Decide what needs to be taken care of several weeks before the bachelorette party and what can be accomplished on the very same way.

Apart from the agenda, you can create several lists that will also be very useful. A guest list is the first thing you need to deal with. Once you have made that, you should come up with an RSVP list that contains the names of the people who have accepted the invitation and who have confirmed their presence.

Additional lists can be used to include the foods and beverages that you will have during the bachelorette party. Write down all items that will help you get organized. Having little reminders written on paper will help you track progress and monitor party progress.

Bachelorette Party Agenda Template

An agenda for the party day itself will also be useful. It will help you keep track of time and make the party dynamic. The following agenda can be modified to address your needs:

6:00 pm to 6:30 pm: welcome the bride-to-be and start welcoming the guests.

6:30 to 8:00 pm: give guests a chance to socialize, to have a drink and to enjoy the bachelorette party food.

8:00 to 9:30 pm: games, activities and cake cutting

9:30 to ??? : have fun, dance, get wild and enjoy the party.

This is a very basic and simple agenda but you can add more steps to it. Divide it in different activities. Do everything that it takes to plan and have the perfect bachelorette party.