

Quinceañera Checklist

Use this checklist to keep track of the timeline of your event.
Stay on track from start to finish with this easy to keep track list!



12+ MONTHS BEFORE

- Create your free event page at [MiPadrino.com](https://www.mipadrino.com)
- Download our printable quince checklist
- Set a budget
- Book church and/or venue
- Negotiate hotel group rates for out of town guests
- Choose your padrinos

12-9 MONTHS BEFORE

- Order save-the-dates
- Start looking at dresses and place order
- Choose a theme
- Send out save-the-dates
- Order formal invitations
- Create a fun hashtag for your party
- Choose your damas and chambelanes
- Book caterer (if venue doesn't include food)
- Look and book the entertainment

9-6 MONTHS BEFORE

- Choose a cake and place the order
- Dance rehearsals with damas & chambelanes
- Book photographer and/or videographer
- Choose and order flower decorations
- Choose and order the dresses for your damas
- Finalize menu with caterer

6-3 MONTHS BEFORE

- Send out formal invitations
- Reserve tables, chairs, linens from rental company
- Design & order (or make) decorations
- Choose transportation (limo, party bus, family car)
- Place tuxedo orders for the chambelanes
- Set appointment for hair & makeup (book trials)
- Start confirming RSVPs

3-1 MONTHS BEFORE

- Make appointment for quince portrait
- Put together list of songs for DJ or band
- Have your final dress fitting
- Meet with religious leader to finalize service details & partake in quince class
- Finalize guest list for food & beverage count
- Make sure everything is in place with the venue

4-2 WEEKS BEFORE

- Finalize seating plan
- Finalize & practice quince dance
- Confirm delivery or pickup of Flowers
- Confirm delivery or pickup of Decorations
- Confirm delivery or pickup of Dress
- Religious ceremony items (rosary, cross, ring, ring pillow, bible, etc.)
- Make final payments to all vendors
- Purchase small thank you gifts for all padrinos, damas, & chambelanes
- Do any haircut or dyeing

A WEEK BEFORE

- Purchase anything left remaining
- Finish any additional DIY details
- Get manicure and pedicure done
- Get waxing/threading done
- Double check your checklist

THE DAY OF

- Prepare a small bag for emergencies (Small sewing kit, Mini first-aid kit, Sanitary items)
- Touch up makeup
- A pair of flats or cute sandals
- RELAX & ENJOY YOUR PARTY!**