

Timonium, Maryland
contactsleepoverclub@gmail.com
(443) 244-3420
sleepoverclubevents.com

Everything you need to host a magical sleepover — from 8 weeks out to the goodbye hugs.

EIGHT-WEEK COUNTDOWN

8 weeks out — book your date

- Pick your date and confirm with the birthday kid.
- Book your teepee rental. Baltimore County weekends fill 6–8 weeks out in peak season.
- Lock in your guest list. 4–8 guests keeps sleep and sanity in reach.
- Choose a theme or color palette. Skip this if it's stressing you out.

4 weeks out — invitations + logistics

- Send invitations (Paperless Post, Punchbowl, or paper).
- Confirm the food plan: dinner, breakfast, snacks, drinks.
- Order the birthday cake if you're outsourcing.
- Decide on the take-home favor or Party Box add-on.

2 weeks out — confirm the yeses

- Confirm RSVPs. Text the maybes to lock them in.
- Text guest parents drop-off and pickup times.
- Ask about allergies and food restrictions.
- Buy any craft supplies or activity add-ons.
- Draft grocery list for pickup or delivery day-of.

1 week out — the home stretch

- Wash any pillowcases or blankets you're using from home.
- Charge fairy lights, portable speaker, camera.
- Print signs, name cards, scavenger hunt items.
- Confirm delivery window with Sleepover Club.
- Clear the party space of anything you don't want in photos.

Day before — set the stage

- Grocery pickup or delivery — get it done in daylight.
- Set up decor that won't get in the way of the tents.
- Charge phones, cameras, portable speakers.

- Stack breakfast supplies where you can find them at 6am.
- Write the wifi password on a card guests can see.

DAY-OF TIMELINE

TIME	WHAT'S HAPPENING
Morning	Rental delivery or pickup. Clear the space. Vacuum.
Afternoon	Set up teepees. Style trays, lights, decor.
1 hr before	Music on. Pizza order in. Snacks out. Wifi visible.
Arrivals	Photo moment as each guest arrives. Shoes at the door.
First 90 min	Activity #1 — high energy. Craft, dance, scavenger hunt.
Dinner	Feed them. Water bottles out. Bathroom break.
Evening	Activity #2 — mid energy. Cake, presents, games.
Wind-down	Face masks, movie, popcorn. Lights dim.
Lights out	Set expectations. Water within reach. Nightlight on.
Next morning	Breakfast bar, juice boxes, group photo before pickup.

PACKING LIST

For the birthday kid

- Pajamas
- Toothbrush + toothpaste
- Hair ties + brush
- Face wash + moisturizer
- Any medications
- Contact case + solution (if worn)
- Slippers or socks

For guest overnight bags

- Sleeping outfit (PJs)
- Toothbrush + toothpaste
- Change of clothes for morning
- Hairbrush + hair ties
- Personal medications
- Comfort item (stuffed animal, blanket)

Party space essentials

- Water bottles (label with names)
- Snacks + a garbage bag
- Tissues
- Extra phone chargers
- First aid basics (Band-aids)
- Nightlight or dim lamp
- White noise app or fan

Nice-to-haves

- Disposable camera or Instax
- Portable speaker
- Backup outfit for spills
- Extra pillow (someone always forgets one)
- Craft supplies backup

THE GUEST-PARENT SCRIPT

Copy, personalize, and send this a week before the party. It saves you 20 back-and-forth texts on party day.

Hi [Parent Name] — so glad [Guest] can join us for [Kid]'s sleepover on [Date]! A few quick notes:

Drop-off: [Time] at [Address]

Pickup: [Time] on [Day] — please come to the door (I'll have breakfast going).

What to pack: PJs, toothbrush, change of clothes for morning, any meds, and a stuffed animal or blanket if that helps them sleep.

Dinner: We're serving [pizza / tacos / etc.]. Let me know about any allergies or foods to skip.

My number if you need anything: [Phone]

Can't wait!

[Your name]

READY TO BOOK?

Weekends in Baltimore County book 6–8 weeks out for peak season. Request your date at [**sleepoverclubevents.com/booking-form**](https://sleepoverclubevents.com/booking-form) and we'll confirm availability within 24 hours.