

# CHILD DEDICATION CHECKLIST

## BEFORE THE CEREMONY

- finalize family information
  - pictures for slideshow
  - life verse
  - homework
- create/print production pieces
  - production order
  - host/speaker scripts
  - programs
- create/update media
  - Child Dedication video with pictures & song
  - message visuals
  - worship slides and/or background music
- order cake and flowers
- schedule staff/volunteers (greeters, seaters, tech)

## CEREMONY SET-UP

- welcome desk
  - programs
  - seating assignments
  - final instructions
  - dedication gift/certificate
- ceremony space
  - tables/chairs with family table tent card
  - tablecloths
  - square paper table covering, with crayons
  - centerpiece and flowers
  - cups, plates, napkins, water pitcher, cupcakes
  - coffee bar
- Vignette for pictures

## AFTER THE CEREMONY

- follow-up with each family
  - upcoming family events
  - parent-partner opportunities
  - ministry orientations invitation