

## **The Ultimate Guide to a Great Stag Night!**

1. **Planning is essential** – it won't just happen without a plan and someone responsible for making sure it happens. Traditionally this is organised by the Best man but could be another friend or relative – just as long as someone agrees to do the organising. That's the first golden rule!
2. **Find out what the Stag wants or is expecting!** Make sure that whoever does organise the stag night knows the stag well enough to know what he would really enjoy - it seems like a laugh to organise something really wild – but do make sure the stag will enjoy it too!
3. **Don't risk offending anyone by forgetting to invite them.** Use the guest list plus ask the stag about other friends or work colleagues he would want to ask along - **even if** you are all fairly certain they will refuse! The second golden rule is if you think a person might be offended if they were not invited, then it's generally best to ask them. *People like to be invited – even if they then decide the actual activity is not for them and refuse – they feel better for being asked.*
4. **Make sure you explain what will be involved to ALL the guests** — check that they are comfortable with what you've chosen, you can then be confident they will all turn up on the night! You will need to let all the guests (and the stag!) know what they will need to bring - for example a change of clothes, old photos, props etc.
5. **Try to suit the majority budget** - don't go over the top! It's better if everyone can afford to come rather than having an event which very few people can afford. Failing that, have a major event for the few and then another stag night for a wider circle of friends (although something like quad biking or karting can easily be designed to fit both of these criteria.) **Contact our Team-Action events manager [sindy@team-action.co.uk](mailto:sindy@team-action.co.uk) and let us put together a stag party package designed exclusively for you.**
6. **See if you can do a deal and get some discount** – it's sometimes possible for larger parties. Also if you are going to pay for the Stag, divide this between everyone and add it on the cost. (Do make sure that everyone knows this is happening so they don't think you are making a profit!)
7. **Pre-book everything!** This is especially important if it's a hotel, restaurant or activity like quading or karting. Make sure you have confirmed by email or letter and call to check the booking details a day or so before the event.

8. **Make sure everyone knows how much it costs and is prepared to pay you before you book** – you could lose out if you have paid deposits out of your own pocket - especially air flights or hotel accommodation that is non-refundable.
9. **Collect deposits from all the guests well in advance**, as most hotels, activities (and of course travel companies) will require one and it's really difficult to get money after the event. You don't want to end up with a large bill to pay yourself!
10. **Give your email address and mobile number to everyone who is invited.** Also get the same contact details from as many of the party as possible in case of any change of plans.
11. **Make sure everyone has an itinerary** – where they have to meet, what time etc. If it's a large hotel or railway station for example state at which door you are meeting. Give a contact number for last minute changes / confirmations. If a map is needed then make sure that everyone has one well in advance.
12. **Have a fall back meeting place** for late arrivals or people who get lost.
13. **Think ahead** – have you arranged how you will be getting home? Do you need to arrange taxi(s) / limousines / mini-bus – or send young members of the party home earlier?
14. **And finally ...** make sure that as the organiser you feel in control and relaxed - with well organised planning – so that you have made sure that the Stag enjoys his last nights of freedom!

This is a free Stag Night Organiser from Team-Action Ltd. We are always here to help so call our events manager [sindy@teamaction.co.uk](mailto:sindy@teamaction.co.uk) if you need further details (or if you think we can add to this guide) T: **01889 504000**

**We also have a FREE Ultimate Hen Party Organiser** [www.team-action.co.uk](http://www.team-action.co.uk) Send us their email or contact details – or forward this address to your bride and bridesmaids.