

# wedding planning

## C H E C K L I S T

### POST ENGAGEMENT

- Settle on a budget
- Start gathering names + addresses for a guest list.
- Narrow down 2-3 potential dates.
- Research venues for your wedding.
- Create a wedding website.

### 12 MONTHS BEFORE

- Finalize a wedding date.
- Find and reserve the venue.
- Book you Celebrant/Officiant.
- Choose your wedding party.
- Find and Book main vendors: photographer, videographer, catering, entertainment, florist.
- Reserve a block of hotel rooms for out-of-town guests.
- Begin shopping for dresses.

### 11-9 MONTHS BEFORE

- Confirm theme + color palette.
- Begin shopping for wedding party dresses + suits.
- Have wedding dress altered.
- Choose + order Invitations.
- Book any cars/transportation.
- Research hair + makeup artists.
- Research required insurance: venue, wedding, event.
- Shop for hair accessories, jewelry, shoes.
- Set up a gift registry.
- Plan + Book Honeymoon.

### 8-6 MONTHS BEFORE

- Send out save-the-dates.
- Research and order cake.
- Meet with celebrant/officiant.
- Research + order favors.
- Book rehearsal dinner venue.
- Purchase wedding rings.
- Ask wedding party members to plan bachelor/ette parties.

### 5-4 MONTHS BEFORE

- Book wedding night accommodations.
- Work with the florist on flowers.
- Decide on a playlist
- Make any rental item arrangements (tables, chairs).
- Reserve any additional sound/lighting equipment needed.

### 3-2 MONTHS BEFORE

- Send wedding invitations.
- Finalize menu with the caterer.
- Obtain marriage license.
- Send draft run sheet to vendors.
- Confirm ceremony running order with Celebrant /officiant.
- Begin to write vows.
- Order gifts for the bridal party, parents + each other.
- Order menu cards.
- Purchase wedding decor.
- Finalize full day timeline.
- Order rehearsal dinner invites.
- Schedule hair/makeup test run.

### 2-1 MONTHS BEFORE

- Finalize seating arrangements.
- Confirm details with vendors.
- Order wedding programs.
- Order thank you notes.
- Confirm honeymoon bookings.
- Track RSVPs and follow up with non-responders.
- Send out as many payments as possible.
- Decide on a wet weather contingency plan if outdoors.
- Meet with Photographer videographer to discuss shots.
- Organize guest book, cake servers, candles (small decor).
- Confirm # of centerpieces, bouquets + boutonnieres with florist.

### 1 WEEK BEFORE

- Give final schedule to all important parties.
- Give final guest count to the caterer.
- Confirm vendor arrival /delivery times for the day.
- Break in shoes.
- Waxing/threading.
- Finalize vows.

### DAY BEFORE

- Give rings + vendor checks to the best man for the day of.
- Manicure + pedicure.
- Attend rehearsal + dinner.
- Drink lots of water.
- Finish packing for the honeymoon.