

# Create Your Perfect Day!

## Wedding Planning Checklist

### **TWELVE MONTHS BEFORE**

- Groom should purchase engagement rings.
- Prepare and estimate of guests.
- Decide on roles for attendants.
- Decide on date and time.
- Make a preliminary budget
- Determine your wedding theme or style.
- Hire a wedding consultant, if you plan to use one.
- Start health and fitness plan.
- Determine who will pay what expenses.

### **ELEVEN MONTHS BEFORE**

- Reserve your ceremony and reception location.
- Select bridal attendants.
- Set a final budget.
- Start preparing guest list.
- Start compiling names and addresses of guests
- Vendor referral list.
- Have your fiancé select his attendants.

### **TEN MONTHS BEFORE**

- Determine who will officiate at the ceremony.
- Estimate of total number of guests.
- Compile a guest list for your family.
- Bride start looking for wedding dress.
- Select and order bridal gown.
- Take engagement photos.
- Plan to attend premarital counseling.
- Decide on your color scheme.

### **NINE MONTHS BEFORE**

- Check catering facilities if at a club or hotel.
- Select a caterer if one is necessary.
- Plan your reception.
- Select your dress and headpiece.
- Announce your engagement in the newspaper.

### **EIGHT MONTHS BEFORE**

- Evaluate reception options.
- Select bridesmaid's dresses.
- Select a professional photographer and videographer.
- Send photographer and videographer confirmation letter.

### **SEVEN MONTHS BEFORE**

- Select and order wedding rings.
- Purchase wedding rings.
- Prepare budget for honeymoon.
- Assist with selecting entertainment.
- Select musicians.
- Select florists.

### **SIX MONTHS BEFORE**

- Select bridal attendant's attire.
- Discuss gowns with mother.

### **FIVE MONTHS BEFORE**

- Select men's formal wear.
- Determine and pay your share of florist bill.
- Groom should assist bride with registry.
- Decide where to live after the wedding.
- Select invitations.
- Bridal gift registry.
- Prepare maps for invitations.

### **FOUR MONTHS BEFORE**

- Research hotel prices for out of town guests.
- Select and order invitations.
- Meet with caterer for tasting.
- Research transportation arrangements for wedding day.
- Finalize guest list.
- Arrange for rehearsal dinner.
- Decide on transportation.

### **THREE MONTHS BEFORE**

- Reserve transportation.
- Select ceremony and reception music.
- Block out rooms at hotel.
- Address invitations.
- Reserve rental items.
- Shop for trousseau.
- Get measured for tuxedos.

## **TWO MONTHS BEFORE**

- Address invitations and mail.
- Decide on hair-stylist and make-up.
- Attend/host bachelorette party, showers, luncheon.
- Plan bachelor party.
- Buy attendant's gifts.
- Order wedding cake.
- Review florists' arrangements, confirm time.
- Prepare maps and directions.
- Choose wedding favors.
- Review final guest list.
- Set final appointment with facility and/or caterer.
- Book wedding room for night.
- Finalize details with officiant.
- Finalize meeting place for bridal party to dress.

## **ONE MONTH BEFORE**

- Call selected vendors and confirm.
- Finalize number of guest with caterer.
- Final fitting.
- Select reception decorations.
- Pick up wedding rings.
- Have physical examinations and check requirement for blood test and marriage license.
- Decide on honeymoon plans and finalize.
- Discuss/write wedding vows.
- Order table cards.
- Purchase accessories: garter, guest book, ring pillow, bride's bag, toasting glasses, etc.
- Apply for a marriage license. Check with local bureau in the town where you will wed.
- Call all bridesmaids. Make sure they have their gowns ready for the wedding.
- Make last minute adjustments with vendors.
- Create a wedding program to hand out to guests.
- Order and plan in-room welcome baskets for out-of-town guests.
- Have a formal bridal portrait done.
- Purchase gifts for fiancé, if gifts are being exchanged.
- Purchase going away outfit.
- Keep a careful list of all gifts received.
- Select person to handle guest book and determine its location.
- Order liquor and wine if not provided by the caterer.
- Confirm parking at the ceremony and reception locations.
- Finalize wedding vows
- Finalize song list with DJ or band
- Contact any guests who haven't replied to the invitations.
- Write speeches for rehearsal and wedding dinner.
- Send rehearsal dinner invitations
- Bride: do trial-runs of your hair and make-up.
- Start working on seating plan.

## **TWO WEEKS BEFORE**

- Host bridesmaid luncheon and give attendants' gifts at this time.
- Confirm rehearsal plans with attendants and request their timely arrival.
- Confirm reservations for rehearsal dinner.
- Confirm reservations for out-of-town guests.
- Confirm final guest count to caterer.
- Delegate last minute errands and details.
- Begin packing for honeymoon.
- Arrange for possessions and gifts to be moved to your home.
- Give change address card to the post office.
- Finish addressing announcements to be mailed on wedding day.

## **ONE WEEK BEFORE**

- Complete packing for the wedding.
- Complete packing for the honeymoon.
- Remind groom to pick up his tux.
- Finalize details for rehearsal dinner.
- Go to the rehearsal dinner and ceremony site.
- Enjoy the rehearsal dinner.
- Give photographers a list of the pictures you want.
- Give the videographer the list of pictures you want included in the video.
- Arrange with someone to assist with last-minute errands and to help you dress.
- Practice having hair and make-up done.
- Continue writing thank you notes.
- Make sure you have wedding rings and that they fit.
- Stay with family the night before the wedding and get to bed early!
- Relax and enjoy the big day!!

## **ON THE WEDDING DAY**

- Make sure you eat something.
- Visit your beauty salon for hair and make-up styling. (bring veil & headpiece)
- Have nails done.
- Begin dressing 2 hours before the ceremony is to begin.
- Take marriage license to ceremony site.
- Have musicians start 30 minutes before the ceremony.
- Make sure the wedding gown is pressed and steamed.
- Bring change of clothes if you are leaving for your honeymoon.
- Try to relax.....unwind yourself....and savor the unfolding of your special a day!

## **AFTER THE WEDDING**

- Send announcement and wedding picture to the newspaper.
- Mail announcements.
- Write and mail thank yous.