

THE WEDDING CHECKLIST

(compliments of www.exclusiveweddingguide.com)

Creating a Timeline

12 MONTHS BEFORE

- _____ Set a time and date
- _____ Inform families and friends
- _____ Decide on size of wedding reception hall
- _____ Determine the size of your guest list
- _____ Book ceremony and reception location
- _____ Decide type of wedding ceremony (religious vs. non-religious)
- _____ Set meeting with officiant/clergy to set time and date
- _____ Choose and contact attendants
- _____ Buy some wedding magazines
- _____ Consider a theme or style for your wedding
- _____ Announce engagement in newspaper
- _____ Discuss where you will live after you've married
- _____ Decide on a budget and division of expenses
- _____ Interview at least three photographers
- _____ Interview at least three videographers
- _____ Interview at least three caterers
- _____ Interview at least three florists
- _____ Interview at least three DJs/musicians
- _____ Interview at least three rental companies (tents, tables, chairs, heaters)
- _____ Interview at least three linen companies
- _____ Interview at least three bakers
- _____ Set meeting with wedding transportation(Limo, horse drawn carriage, hot air balloon, boat etc.)
- _____ Shop for wedding gown
- _____ Shop for bridesmaids gowns and accessories
- _____ Take your fiancé to every wedding expo and ask questions

10 MONTHS BEFORE

- _____ Shop for groom and groomsmen
- _____ Hire officiant/clergy and discuss procedures
- _____ Delegate responsibilities to attendants
- _____ Hire photographer and schedule engagement photo session
- _____ Hire videographer
- _____ Hire caterer and decide on menu
- _____ Hire florist
- _____ Hire DJ and/or musicians
- _____ Hire wedding transportation
- _____ Hire rental company
- _____ Hire linen company
- _____ Reserve wedding cake
- _____ Register with at least three well known bridal registries
- _____ Begin looking at honeymoon options with your fiancé
- _____ Meet with travel agency
- _____ Consider a video montage (slide show) at reception dinner
- _____ Re-evaluate the guest list
- _____ Decide if bride wants to change her name
- _____ Decide if you want a color scheme
- _____ Decide if you want additional entertainment (strolling magician, balloon artist)

8 MONTHS BEFORE

- _____ Select ceremony décor
- _____ Create list of accommodations for out-of-town guests
- _____ Arrange transportation for out-of-town guests
- _____ Select and order wedding rings and arrange for engravings
- _____ Start looking for a stationer
- _____ Decide if you want a ceremony program
- _____ Decide if you want a menu selection on the RSVP card
- _____ Decide on honeymoon destination
- _____ Decide on Video Montage and start collecting photos

6 MONTHS BEFORE

- _____ Select stationer
- _____ Decide on wording for invitations
- _____ Purchase stamps for inner/outer envelopes
- _____ Reserve hair stylist and decide on hair style
- _____ Finalize honeymoon plans
- _____ Check on bridesmaids fittings and accessories
- _____ Check on reserved rental equipment for ceremony/reception
- _____ Make sure all vendors have received deposits and you have a copy of all signed contracts.
- _____ Check on the status of wedding rings
- _____ Purchase gifts for attendants
- _____ Purchase wedding guest book

4 MONTHS BEFORE

- _____ Have groom and groomsmen fitted for their formal attire
- _____ Get blood tests
- _____ Have informal meeting with attendants and discuss their progress regarding responsibilities.
- _____ Apply for marriage license

3 MONTHS BEFORE

- _____ Decide on wedding vows
- _____ Give reception site a list of all vendors
- _____ Mail invitations at least 6 weeks out
- _____ Shop for trousseau
- _____ Confirm out-of-town guest accommodations
- _____ Schedule last attire fittings
- _____ Schedule a wedding portrait
- _____ Confirm transportation on wedding day
- _____ Send "thank you" notes for early gifts
- _____ Schedule a time to meet with your DJ to customize your wedding

2 MONTHS BEFORE

- _____ Discuss details with caterer (number of guests, seating, menu)
- _____ Mail out invitations
- _____ Have a practice session with hairdresser
- _____ Schedule rehearsal and dinner (date, time and place)
- _____ Get documents for change of address, name for drivers license, credit cards and bank account.

1 MONTH BEFORE

- _____ Meet with your DJ to customize wedding and create a timeline of events
- _____ Notify wedding party of rehearsal time and invite to rehearsal dinner
- _____ Delegate all last minute items
- _____ Provide reception coordinator an itinerary of events
- _____ Make sure all attendants have been fitted for their attire and have all accessories

2 WEEKS BEFORE

- _____ Verify date and time with all vendors
- _____ Provide photographer with a list of desired photos
- _____ Pack for the honeymoon
- _____ **Got wedding rings?**
- _____ Verify all honeymoon arrangements
- _____ **Do you have the marriage license?**
- _____ Practice wedding day makeup
- _____ Inform caterer of your final head count for dinner/brunch
- _____ Break-in wedding shoes
- _____ Confirm wedding day schedule and responsibilities with all attendants and participants.
- _____ Arrange for someone to mail in the marriage license

1 WEEK BEFORE!

- _____ Place all attire and accessories in one place
- _____ Hold rehearsal and dinner and give out gifts to attendants
- _____ Bachelor Party
- _____ Bridal shower/Bachelorette party
- _____ Arrange pickup of guests and attendants arriving at airport

THE WEDDING DAY

- _____ Do you have cash, certified checks/money orders to pay balances?
- _____ Marriage license
- _____ Wedding Rings
- _____ Eat a good breakfast
- _____ Allow plenty of time to get ready
- _____ Enjoy the benefits of good planning and have a memorable wedding!

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