



---

# WEDDING PLANNER TIMELINE

---

[www.thephotoelement.com](http://www.thephotoelement.com)



(915) 861-6265

BROUGHT TO YOU BY: ELEMENT PRODUCTIONS, LLC  
EL PASO, TX

Element Productions, LLC Photographers and Video Producers based in El Paso, TX serving Texas and New Mexico has put together this wonderful list so that not one detail of your wedding goes unplanned:

### **One Year Prior:**

- Determine the wedding date and time.
- Secure your wedding officiant, church, priest, or pastor.
- Set a wedding budget.
- Create a guest list.
- Book the ceremony and reception venues.
- Select and book a wedding planner, if desired.
- Book [www.thephotoelement.com](http://www.thephotoelement.com), wedding photographer and videographer. You will receive amazing photographs and video to forever treasure this moment. Booking your wedding photographer and videographer will ensure that you have those moments to forever treasure. It will ensure that your big day goes fully documented in beautiful photography and video so you can show your pictures to your future generations. Book the hours of coverage in each photography and video. Secure the photo and video date.
- Start shopping for a wedding dress and bridesmaid dresses.
- Pick a wedding theme and color scheme.
- Begin thinking about wedding decor and floral arrangements to match your theme.
- Get quotes for catering services, décor and floral arrangements.

### **Eight Months Prior:**

- Finalize the guest list.
- Book [www.thephotoelement.com](http://www.thephotoelement.com), for your engagement shoot. These engagement pictures can be displayed in the save the date card, and our wedding invitation. Furthermore, these pictures can be included on your guest signature album. Furthermore, hire Element Productions, LLC to provide you with a canvas or large print to display at the main entrance.
- Large Canvas or Prints can be a 16 by 20, 20 by 24, or 24 by 26. Your choice.
- Order invitations and save the dates. Mail the save the dates at least 6 months before the wedding.
- Book transportation for the wedding day.
- Inquire and book hotel accommodations for out-of-town guests. Secure a discount code.
- Choose and order wedding bands.
- Research wedding favors that adapt to your style and décor. You can choose practical favors like sanitizers, key chains, a candle. Practical party favors are our choice since this will warranty that guests will take them and use them. We have seen many party favors not taken or thrown out the same day. Give something useful!

### **Six Months Prior:**

- Send save the dates to guests.
- Choose bridesmaid dresses and groomsmen attire, please choose with the help of your bridesmaids, since they are the ones wearing the dresses. A dress that fits all body types would be nice.
- Finalize menu and cake choices.
- Book your candy table with [www.elpasocandytables.com](http://www.elpasocandytables.com) or The Candy Element, they specialize in Balloon Arches, Chocolate Fountains, Mexican or American Candy, cake pops, doughnuts, churros, chocolate covered strawberries and many more treats for your guests.
- Reserve rental equipment, if necessary.
- Order wedding favors and gifts for the wedding party.
- Book your Photo Booth at: <https://thephotoelement.com/fun-photo-booths>. Packages include 2, 3 or as many hours of coverage as needed. Choose between a 4 by 6 print or a photo strip.

### **Three Months Prior:**

- Finalize the wedding guest list and mail invitations, keep a list of all confirmations.
- Purchase wedding bands.
- Schedule hair and makeup trials.
- Confirm floral arrangements and decor.
- Plan the wedding ceremony and reception timeline.

### **One Month Prior:**

- Confirm all vendor details and arrival times.
- Finalize the wedding day timeline. Share this information with Element Productions, LLC, so their staff is aware of the main events. Share with other vendors such as DJ, musicians, and friends and family.
- Create a seating chart for the reception or have tables reserved for family.
- Have a final dress fitting.
- Finalize the menu and submit final guest count to the caterer.
- Apply for a marriage license.
- Schedule a rehearsal dinner

### **One Week Prior:**

- Confirm final details with vendors and arrival times.
- Confirm transportation arrangements for the wedding party.
- Pack for the honeymoon.
- Decide on final makeup and hairstyle with vendors.
- Get your nails done, have all your wedding attire in one place and ready to be photographed by Element Productions, LLC photo and video professionals.
- Attend the wedding rehearsal.
- Coordinate with family and friends the transportation of items to the venues including pictures, centerpieces, party favors, guest books etc.

### **Day of the Wedding:**

- Go to bed early one day prior, be sure you are rested and hydrated.
- Everything should be ready by today.
- Attend your makeup and hair session with plenty of time.
- Connie from Element Productions, LLC ,Wedding Photographer and Videographer, and her team will be there to start documenting your big day!
- Relax and enjoy. Trust that all your hard planning will prosper.
- If not, it's ok, enjoy, it's your big day and life is not perfect! Please don't be upset if anything goes as not planned, such is life.
- Just enjoy the company and relish every moment with your friends and family.
- Don't forget to look at the camera, smile, wave, and pose!

By following this timeline and addressing each item with plenty of time, you can plan a successful and memorable wedding in El Paso, TX, New Mexico or any city of your choice. Connie Madero and her team will be there to time to capture all the memories from your wedding day!

Smile and enjoy!!