

Ceremony Checklist: Start Strong, Stay Stress-Free

Your Guide to a Flawless Wedding Ceremony from Start to “I Do”



1. Sound & Mic Check (30–60 mins before)

- ☐ Ensure the officiant, readers, and musicians have tested their microphones
- ☐ Confirm backup batteries or power sources
- ☐ Place speakers to evenly cover the ceremony area

2. Guest Seating & Signage

- ☐ Assign someone to welcome and seat guests smoothly
- ☐ Place clear signage (e.g., “Unplugged Ceremony,” “Pick a Seat, Not a Side”)
- ☐ Reserve front-row seats for VIPs (parents, grandparents, etc.)

3. Cue Cards & Ceremony Agenda

- ☐ Provide a printed copy of the ceremony script to the officiant & DJ/MC
- ☐ Assign someone to cue the processional and music (usually DJ, planner, or coordinator)
- ☐ Ensure readers know where to stand, when to speak, and have their materials

4. Perfectly Timed Processional

- ☐ Create a [song cue list](#): prelude, wedding party, [bride's entrance](#)
- ☐ Time everyone's walk during rehearsal to the music
- ☐ Confirm song transitions with the DJ or live musicians

5. Staging & Photo Readiness

- ☐ Have the wedding party evenly spaced once standing
- ☐ Ask the officiant to step aside for the first kiss photo
- ☐ Remind everyone to pause and smile before exiting

6. Photo & Video Communication

- ☐ Share the timeline with photo/video teams in advance
- ☐ Create a no-guest-blocking photo policy if needed
- ☐ Confirm where cameras can be placed (especially for drone or aisle shots)

7. Contingency Plan for Weather or Delays

- ☐ Have umbrellas or fans for outdoor ceremonies
- ☐ Build in a 5–10 minute buffer into the timeline
- ☐ Prep an indoor backup plan if needed

8. Final Walkthrough with Key People

- ☐ Review roles with officiant, planner, DJ, photographer

- ☐ Reconfirm timing and order of entrance
- ☐ Encourage deep breaths, stay hydrated, and soak in the moment

Pro Tip: Appoint a calm, confident “Ceremony Captain” (planner, coordinator, or DJ) to run point. The couple should only have to show up and shine.

Planning Your Wedding in Arizona... but Still Finalizing the DJ?

Hi, I'm **Robert Walk**, founder of *Just Weddings DJ Service*. Over the years, I've had the honor of helping more than **3,000 couples** create unforgettable wedding celebrations—stress-free and deeply personal.

I'm also an **ordained minister**, and have crafted and performed over **200 meaningful, customized ceremonies**, so I truly understand how every moment—start to finish—shapes your day.

If you're still in the process of choosing your DJ, I'd love to hear about your vision. I offer a **complimentary 30-minute Zoom call** to get to know each other—no pressure, just helpful insight and support.

👉 **Schedule your no-obligation call here:**

[Book Your Free Call](#)

Looking forward to connecting and helping you feel like a guest at your own wedding,

– **Robert Walk**

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