

**Wedding Planning Checklist**

This is a wedding checklist guide. While we realize not everyone plans their weddings an entire year out, this is a guideline that will help you and help you make sure you didn’t forget anything.

**12+ Months Out**

[ ]  Choose a date – Choose up to three to allow you to be flexible and ensure you get the venue you want.

[ ]  Talk budget – Who’s contributing what?

[ ]  Choose your wedding style – Formal, laid back, fancy, country, what fits you two best

[ ]  Choose your wedding party – Maid of honor, bridesmaids, best man, groomsmen, flower girl, ring bearer

[ ]  Create a wedding website – This step isn’t for everyone, just something to consider

[ ]  Get engagement ring insured, and consider wedding insurance – Again, not for everyone, just something to consider

[ ]  Begin compiling a guest list – You have plenty of time to edit this list, sometimes it grows and other times you narrow it down

[ ]  Explore ceremony and reception venue options – The sooner you do this, the better your options are as some venues book early

[ ]  Start assembling a team of wedding pros – Planner (not for everyone), photographer, videographer, caterer, florist, and musicians/DJ

[ ]  Browse wedding dress and veil styles

[ ]  Get engagement photos taken

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**10-11 Months Out**

[ ]  Choose bridal party attire and accessories

[ ]  Reserve ceremony and reception venues if you haven’t done so already

[ ]  Book officiant – Pastor or JP, it’s good to book them early

[ ]  Establish fitness and skin/beauty care routine if you would like

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**8-9 Months Out**

[ ]  Find 3 hotels (at different price points) for out of town guests

[ ]  Browse wedding invitation designs and coordinating stationary – Programs, menu cards, thank yous and favors

[ ]  Refine guest list

[ ]  Create gift registries at up to three different retailers

[ ]  Begin planning honeymoon

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**6-7 Months Out**

[ ]  Explore wedding day hair and makeup styles

[ ]  Meet with officiant to discuss plans for ceremony (sometime a phone call or video chat will work just fine)

[ ]  Reserve rentals – chairs, linens, lighting, décor etc.

[ ]  Choose cake style and schedule tastings

[ ]  Decide on groomsmen attire

[ ]  Personalize and order custom wedding invitation samples

[ ]  Hire ceremony musicians – Honestly the sooner the better, we often book our DJ’s over a year out

[ ]  Book transportation to and from venues

[ ]  Purchase wedding rings

[ ]  Order invitations – If there are errors, you’ll still have time to fix them

[ ]  Order thank you cards – Some gifts will arrive early, and therefore you can send them out early

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**4-5 Months Out**

[ ]  Choose flowers for – wedding party, attendants, venues, cake etc.

[ ]  Schedule dress fittings

[ ]  Book honeymoon flights and hotels

[ ]  Book room for wedding night

[ ]  Order wedding cake

[ ]  Plan welcome baskets for out of town guests

[ ]  Prepare play/do not play lists for DJ/Band (we ask for this information 30 days out)

[ ]  Finalize wedding guest list

[ ]  Assemble rehearsal dinner guest list

[ ]  Book rehearsal dinner venue

[ ]  Order rehearsal dinner invitations (of course you can always send email invites or just call/speak with those who will be attending

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**3 Months Out**

[ ]  Finalize honeymoon plans and ensure all travel documents etc. are in order

[ ]  Plan ceremony and reception n seating

[ ]  Experiment with hair and veil with stylist

[ ]  Finalize readers and readings

[ ]  Order any wedding signs

[ ]  Purchase wedding flutes, serving pieces, guestbook, flower basket and ring bearer pillow

[ ]  Order reception items – menus, table numbers, place cards, napkins

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**2 Months Out**

[ ]  Mail wedding invitations

[ ]  Develop system for organizing RSVP’s

[ ]  Begin writing vows (we have a tool for that on our website too)

[ ]  Review ceremony details with officiant/pastor

[ ]  Lay out content for wedding programs

[ ]  Apply for marriage license (order 2 to 3 extra

[ ]  Finalize seating arrangements

[ ]  Finalize wedding playlists on your wedding event form from the DJ/musician

[ ]  Finalize fittings for wedding party and parents

[ ]  Create wedding day timeline and send to vendors, officiant/pastor and wedding party

[ ]  Write out honeymoon itinerary for family at home

[ ]  Decide on – Something old, something new, something borrowed, something blue

[ ]  Book spa and beauty treatments for you and your bridal party

[ ]  Book wedding day transportation

[ ]  Purchase gifts for attendants

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**1 Month Out**

[ ]  Call vendors to confirm date, times and location

[ ]  Confirm honeymoon reservations

[ ]  Pack for honeymoon

[ ]  Pick up wedding rings

[ ]  Pick up marriage licens

[ ]  Order wedding programs

[ ]  Send playlists and forms to DJ/Musician

[ ]  Final dress fitting with shoes and undergarments

[ ]  Write thank you notes as gifts are received

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**2 Weeks**

[ ]  Follow up with guests who have not RSVP’d

[ ]  Give final count to caterer

[ ]  Update registries

[ ]  Begin breaking in wedding shoes

[ ]  Make arrangements for the caring of pets and plants while you are on your honeymoon

[ ]  Get final haircut and color

[ ]  Delegate wedding day duties – gift table, guestbook, etc.

[ ]  Delegate someone to return tuxes, rentals, and to attend to wedding dress

[ ]  Send directions to wedding day limo/transportation driver

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**1 Week Out**

[ ]  Prepare for final payments to vendors and cash tips for service personnel

[ ]  Give readers their scripts

[ ]  Give photographer and videographer your image and video requests

[ ]  Lay out wedding clothes

[ ]  Prepare wedding day emergency kit

[ ]  Get spa treatments for you and your bridal party

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**The Day Before**

[ ]  Deliver welcome baskets

[ ]  Get mani/pedi/message

[ ]  Attend wedding rehearsal

[ ]  Get to bed at a decent hour

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**Your Wedding Day**

[ ]  Eat a good breakfast

[ ]  Allow yourself plenty of time to get ready

[ ]  Give wedding rings and officiant fee to the best man

[ ]  Sit back, relax and enjoy your wedding

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