



# Wedding Checklist

Don't let the details of planning your wedding overshadow the joy. Once you have announced your engagement to family and friends, use this handy checklist to help you organize what has to be done, when. The result will be a wedding day filled with wonderful, stress-free memories.

## Ten to twelve months before:

- Set a date for the wedding.
- Decide on kind and size of wedding.
- Set a budget.
- Book a wedding consultant.
- Choose members of the wedding party.
- Begin your guest list.
- Decide on your honeymoon location. If it involves international travel, getting passports, or complicated arrangements, start making reservations now.
- Choose your color scheme and start planning decorations.
- Begin shopping for your gown, headpiece and accessories.
- Select and reserve:
  - Ceremony site     Reception site
  - Clergy             Caterer
  - Photographer     Videographer
  - Musician(s)      Florist
  - Store(s) for bridal registry
  - Dove release company

## Six to ten months before:

- Finalize the guest list.
- Send save-the-date cards to out-of-town guests
- Choose and order bridesmaids' gowns.
- Get fabric samples to match shoes.
- Choose and order men's attire.
- Do caterer's taste-tests.
- Order invitations and stationery.
- Finalize honeymoon reservations.
- Help mothers of the bride and groom choose their dresses.
- Reserve equipment, such as tables, chairs, or tents.
- Devise a record-keeping system for gifts and thank-you notes.
- If you or your fiancé don't dance, begin lessons.

## Three to six months before:

- Be sure deposits are paid and contracts signed.
- Refine the guest list.
- Order your wedding cake.
- Hire a calligrapher.
- Start addressing envelopes.
- Arrange gown and bouquet preservation.
- Send vendors confirmation letters, with date, time & location.
- Finalize honeymoon plans; get passports.
- Arrange wedding transportation.
- Arrange out-of-town guest accommodations.
- Schedule tuxedo fittings.
- Arrange hair and makeup consultation.
- Purchase wedding rings, order engraving.
- Decide rehearsal dinner site.
- Shop for trousseau.

## Two to three months before:

- Decide on rehearsal date and time.
- Mail wedding invitations six weeks in advance.
- Plan your bridesmaids' party.
- Make the final music selections.
- Decide menu and décor details with the caterer.
- Order liquor.
- Choose wedding favors.
- Buy gifts for attendants and parents.
- Purchase wedding shoes; begin breaking them in.
- Ask relatives and friends to help at wedding and reception.
- Confirm hair and makeup appointment.
- Select ceremony readings and write personal vows.

## One to two months before:

- Have your final fitting for gown and headpiece.
- Schedule final fitting of bridesmaids' dresses.
- Get the marriage license.
- Buy your guest book.
- Discuss the ceremony details with clergy.

- Take care of your legal name change.
- Submit change of address to the post office.
- Buy the groom's wedding gift.
- Discuss the ceremony seating with fiancé and ushers.
- Write the reception place cards.
- Reconfirm reservations: church, musicians, caterer, florist, photographer, bakery and reception facility.
- Pick up the rings.
- Reconfirm your honeymoon reservations.
- Do a trial run at the hair stylist; include your headpiece.
- Write thank-you notes as you receive gifts.
- Prepare payment envelopes for fees and gratuities: clergy, organist, soloist, hotel staff, etc. (*see Tips on Tipping page 60*).

## One to two weeks before:

- Make final confirmation: clergy, florist, caterer, bakery and reception facility.
- Submit the final guest count to the caterer.
- Arrange your head-table seating.
- Pick up your wedding gown and the attendants' dresses.
- Remind attendants about rehearsal dinner; give them gifts at the dinner
- Pack for your honeymoon.
- Have a facial.

## One day ahead:

- Get a manicure.
- Rehearse the wedding and attend the rehearsal dinner.
- Pack things to take to the wedding site.
- Mail "thank you" gifts to parents.

## Day of the wedding:

- Get a massage.
- Have your hair and makeup done.
- Give envelopes with fees and gratuities to assigned person for distribution.
- Enjoy the day!