

MY WEDDING PLANNING MASTER LIST

MY BIG DAY | *date*

by | *date*

Usually 12-16 Months Before The Wedding

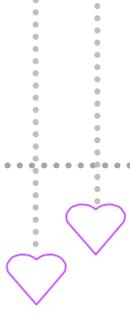
- Announce engagement/engagement party (Optional)
- Take engagement photos (Optional)
- Create a wedding binder
- Create list of 3 things you both can't live without at the wedding
- Determine and set a budget
- Start writing out a guest list
- Research and reserve a venue for wedding ceremony
- Research a venue for wedding reception; start interviewing caterers and looking at menus
- Set the date
- Start looking at wedding dress styles/veil options
- Determine who will be in your wedding party and ask them. Including flower girl and ring bearer if applicable
- Create a wedding website (Optional)

by | *date*

Usually 9-12 Months Before The Wedding

- Choose wedding colors
- Plan and book honeymoon travel plans. Update passports or order visas.
- Choose wedding party attire (Bridesmaids, etc.)
- Find and secure an officiant
- Book wedding dress appointment at a couple different stores
- Order dress
- Hire a wedding coordinator (Optional)
- Research and book hotels for out of town guests (Choose 3 options)
- Book venue for wedding (if you did not do this above)
- Choose and book caterer for reception

MY WEDDING PLANNING MASTER LIST



Research, interview and hire key vendors

- Photographer
- Videographer
- DJ/Band
- Baker
- Caterer
- Florist

by

date

Usually 6-9 Months Before The Wedding

- Book hotel room for the night of the wedding
- Reserve all necessary party rentals
- Order invitations, save-the-dates and stationary
- Register for gifts
- Choose the style of cake and go for tasting
- Select and order rings
- Start shopping for bridesmaids/etc dresses. Also determine what flower girl/ring bearer are to wear
- Work with caterer to develop wedding reception menu

by

date

Usually 4-6 Months Before The Wedding

- Mail save-the-dates
- Order flowers: bouquets, boutonnieres, centerpieces
- Decide on type of music you want; then research and book musicians for ceremony
- Book transportation for bride and groom, wedding party, and parents
- Finalize and order bridesmaids' dresses
- Select attire for groom and groomsmen
- Review you budget to see if you are on track

by

date

Usually 2-4 Months Before The Wedding

- Buy undergarments and shoes for your wedding dress fitting
- Order liquor for the reception
- Purchase: toasting flutes, flower basket and ring-bearer pillow

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- Decide on your something old, something new, something borrowed and something blue
- Assemble and address the invitation
- Purchase gifts for the wedding party
- Research and make decision on venue for rehearsal dinner
- Finalize wedding reception menu with the caterer and flowers with florist
- Ask whom you are wanting to make reception Toasts; also choose a master of ceremonies for wedding reception, if applicable
- Order favors
- Print out menu card as well as ceremony programs. (optional)
- Create and give the wedding day time line to all your vendors
- Review and finalize play list (make a play & do not played list)
- Write vows
- Schedule pre-wedding beauty appointments
- Pick rings up
- Purchase guest book and determine where it will be places at the reception

by	<i>date</i>
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Usually 5-8 Weeks Before The Wedding

- Final dress fitting
- Mail invitations
- Meet with officiant
- Purchase gift for the groom/bride
- Obtain a marriage licence and other legalities (Liquor licence if required)
- Write up time line for the day of for MC
- Enter all your RSVP into your guest list database and contact those who have not responded
- Finalize the guest count with your caterer

by	<i>date</i>
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Usually 3-4 Weeks Before The Wedding

- If there is assigned seating start charting that out
- Print out directions for the transportation company

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Usually 1-2 Weeks Before The Wedding

- Get a hair cut/color
- Pack bags for wedding night

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- Pack bags for honeymoon
- Give the timeline to all those involved in the wedding
- Pick up dress and swoon
- Delegate wedding day tasks: tux return, rentals and tend to wedding dress
- Assign a "point person" to liaise with the caterer on the wedding day, in case there are last minute decisions to be made (this could be the master of ceremonies)
- Update your gift registry
- Break in new shoes
- Wedding day emergency kit
- Prepare final payments to vendors + cash tips for service personnel
- Layout wedding clothing
- Buy a button down shirt to wear while getting your hair and makeup done

by	<i>date</i>
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Day Before Wedding

- Time for some "you" time: mani, pedi & massage
- Make sure someone in your bridal party has a list of vendors' contact information for the day of wedding
- Pick the cake up
- Attend rehearsal dinner
- Get a good sleep!

by	<i>date</i>
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Wedding Day

- Breakfast
- Give yourself ample time to get ready
- Give wedding rings and officiant fee to best man
- Savor each moment today

After Wedding

- Have someone return all rentals
- Wedding dress to preservationist or cleaner

After Honeymoon

- Send thank you cards ASAP