



STANDARD WEDDING CHECKLIST

1 YEAR TO 6 MONTHS BEFORE

- Decide Style of Wedding
- Decide Date
- Reserve Ceremony Site
- Reserve Officiate
- Reserve Reception Location
- Choose Attendants
- Gift Registry
- Order Bridal Dress
- Select Travel Agency
- Contact Photographer
- Contact Videographer
- Contact Band or DJ
- Contact Limousine
- Begin Guest List

4 TO 6 MONTHS BEFORE

- Contact Florist
- Contact Baker
- Bridesmaid Dresses /Shoes
- Music for Ceremony
- Order Tuxedos / Men's Attire
- Coordinate Mother's Attire
- Make Honeymoon Plans with Travel Agency
- Order Invitations
- Contact Hairdresser
- Select Favors
- Order Rings
- Gown Fittings
- Decide Head Pieces
- Send Pre-Payment To Facility
- Choose Date / Menu Session

2 MONTHS BEFORE

- Complete Final Guest List
- Select Attendants Gifts
- Make Arrangements for Rehearsal
- Confirm All Professionals
- Apply for Marriage License
- Address and Mail Invitations
- Select Music
- Send Pre-payment to Facility

1 MONTH BEFORE

- Confer with Photographer
- Confer with Florist
- Confer with Band/DJ
- Sitting for Formal Photographer
- Review Duties with Wedding party
- Confirm Rehearsal Plans
- Wedding Announcements to Newspaper
- Write Thank You Notes as Gifts Arrive
- Record Invitation Responses
- Arrange Seating for Reception
- Consider Welcome Baskets for Guest Rooms and Courtesy Baskets in Rest Rooms

3 WEEKS BEFORE

- Final Apparel Fitting
- Confirm Rental Attire
- Final Confirmation of All Professionals
- Final Count for Reception
- Send Pre-Payment
- Prepare Placecards
- Confirm the Ceremony
- Plan to Have Something Old, Something New, Something Borrowed and Something Blue
- Wear Wedding Shoes to Break In (decorate sneakers for backup)

1 WEEK BEFORE

- Decide What to Do With Centerpieces After Reception
- Pack for Wedding Trip
- Make Sure Wedding Dress is Pressed
- Confirm Services Contracted for and Determine Balances Due
- Call Coordinator and Discuss Final Preparations
- Take Placecards, Glasses, Guest Book, Favors, Cake Cutter to the Facility

AFTER THE WEDDING

- Send Thank You Note to Both Sets of Parents/ Wedding Host
- Gift Acknowledgements
- Preserve Gown

