

# Wedding Planning Checklist

by BrideandGroom Magazine

## 12 to 9 months more

**Selecting wedding date**

The wedding date: .....

**Determine whether to hire a wedding consultant/coordinator**

Name: .....

Telephone: .....

**Determine the wedding theme**

(E.g. Butterfly, Retro, etc.)

Theme: .....

**Determine the time of the wedding**

Day wedding  Night wedding

Start dressing time: .....

Arriving time: .....

Going away time: .....

Other important times:

.....:

.....:

.....:

**Have a notebook to keep track of appointments and events**

**Determine the number of guests**

Number of guests: .....

**Draw up an approximate guest list**

**Determine budget and how expenses will be shared/met**

Total budget: .....

**Select and reserve ceremony venue/s**

(E.g. Church, Kovil, Mosque, etc...)

Ceremony venue 1: .....

Ceremony venue 2: .....

**Select and book reception venue**

Reception venue: .....

**Select designer/seamstress for bridal**

Name: .....

Telephone: .....

**Determine colour scheme**

## 9 to 6 months more

**Select and book caterer, if needed**

Caterer's name: .....

Telephone: .....

**Select and confirm photographer**

Photographer's name: .....

Telephone: .....

**Select bridesmaids, bestman/groomsmen, flowergirls, pageboys**

Bridesmaid's name: .....

Telephone: .....

Bridesmaid's name: .....

Telephone: .....

Bestman's name: .....

Telephone: .....

Groomsman's name: .....

Telephone: .....

Flowergirl's name: .....

Telephone: .....

Pageboy's name: .....

Telephone: .....

**Select and book wedding entertainment**

(E.g. DJ, Live band, etc...)

Name: .....

Telephone: .....

**Select and book videography**

Name: .....

Telephone: .....

**Choose and confirm florist**

Name: .....

Telephone: .....

**Select and book wedding decorations**

(E.g. Poruwa, Tablecentres, etc...)

Name: .....

Telephone: .....

**Sign up for bridal registries**

Name: .....

Telephone: .....

**Select designs for bridal party**

(E.g. Bridesmaids, Bestmen, etc...)

## 4 to 6 months more

**Schedule fittings for bridesmaid's gowns**

Date: .....

Time: .....

**Finalise list of guests**

Final number of guests: .....

**Select and order invitations and other wedding stationery ( E.g. Thank you cards, etc...)**

Printer's name: .....

Telephone: .....

Telephone: .....

**Start writing the invitations**

**Select and book wedding night suite**

Calligrapher's name: .....

**Start planning your honeymoon**

Telephone: .....

Venue 1: .....

**Go on trials and book wedding day hair and makeup**

Venue 2: .....

Salon name: .....

Venue 3: .....

Telephone: .....

**Shop for your wedding gifts for wedding party/team**

**Send out overseas invitations**

**Shop your wedding gifts to your parents**

**Select wedding ushers**

**Buy wedding shoes**

**Book marriage registrar**

**Buy bridal accessories for the bride and bridesmaids**

**8 to 6 weeks more**

**Select and order wedding rings**

**Maintain a record of RSVPs and early wedding gifts**

**4 to 2 months more**

**Select and order wedding cake**

**Purchase all ceremony and reception accessories** (E.g. Guests book, Ring pillow, etc...)

Cakemaker's name: .....

**Select and order/tailor wedding attire for groom, bestman and groomsmen**

Telephone: .....

Tailor's name: .....

**Order party favours**

Telephone: .....

**Select and order decorations including candles and other items**

**Finalize all details with all vendors**

**Purchase honeymoon attire and luggage**  
**Select and book wedding day transportation**

**Start dancing classes**

**Make accomodation and transport arrangements for overseas invitees**

Name: .....

**Finalize visas for honeymoon abroad**

**6 to 2 weeks more**

**Send out invitations**

**Finalize all floral arrangements**

**Final fittings for yourself and bridesmaids**

**Make a wedding day itinerary**

**Give a copy of the itinerary to your wedding party and vendors**

**Pick up wedding rings**

**Visit reception site for floor plan**

**Create seating plan**

**Give musicians a list of music preferences**

**Make arrangements for premarital counselling with counsellors**

**Arrange items for wedding customs** (E.g. Oil lamps, etc...)

**Arrange pre-wedding ceremonies/parties** (E.g. Mehendi party, Bachelor night, etc...)

**1 week more**

**Contact guests who haven't confirmed**

**Give caterer/reception venue final tally of guests**

**Pack for your honeymoon**

**Wrap reception favours/bombonniere**

**Arrange for wedding rehearsal**

Date: .....

Time: .....

**Day before the wedding**

**Drop off all wedding accessories and decor off at ceremony and reception locations**

**Pack overnight bag for honeymoon suite**

**Make sure wedding party has a copy of the itinerary**

**Make sure gentlemen have matching socks**

**Pack bags to take to the hotel for dressing**

**Check and confirm bride's and groom's transportation on the wedding day**

**Wedding day**

**Eat breakfast**

**Pack anything remaining on your "to bring" list in cars**

**Pick up bouquets before wedding photo shootlist in cars**

**Use your wedding day itinerary to get you through the day**

**Make sure maid of honour has groom's ring and bestman has bride's ring**

Congratulations you made it...