

# Wedding Planning Checklist

## 6-12 months before

- Think about the type of wedding you want – formal or informal, big or small – and the time of year you want it to take place
- Set a budget and determine how costs will be divided
- Hire a wedding coordinator, if desired
- Compile guest list, and organise addresses
- Reserve ceremony and reception venue(s)
- Finalise wedding date
- Choose your wedding party
- Order dress and accessories, including veil and shoes
- Book a celebrant
- Book a caterer (if the venue doesn't have one)
- Book a florist
- Order wedding cake
- Book music for ceremony and reception
- Book a photographer
- Send save-the-date cards

## 4-6 months before

- Reserve rental equipment, such as tables, chairs and tents
- Arrange transportation for the wedding day
- Order stationery including invitations and thank you notes
- Set up a gift register
- Purchase wedding rings
- Purchase or reserve groom's attire
- Purchase or reserve groomsmen's attire
- Buy stockings and any special lingerie your dress requires
- Choose favours
- Book a room for the wedding night
- Choose gifts for the wedding party
- Reserve accommodation for out-of-town guests
- Sign up for dance lessons

## 2-4 months before

- Discuss details of menu with caterer
- Discuss service with celebrant
- Choose readings for ceremony
- Write wedding vows
- Schedule rehearsal time
- Try out make and hairstyle
- Mail invitations

## 1-2 months before

- Buy guest book
- Have programmes printed
- Obtain marriage license, and request certified copies
- If you intend to change your name, prepare the necessary documents

## 2 weeks before

- Have final dress fitting with shoes, jewellery, and lingerie
- Begin seating plan and write place cards
- Notify caterer of guest count
- Write toasts for wedding reception
- Break in wedding shoes at home
- Designate someone to look after your home while you are on your honeymoon

## 1 week before

- Finalise seating plan
- Assign specific responsibilities, such as delivering corsages to members of your wedding party
- Pick up dress or have it delivered
- Confirm details with caterer
- Confirm honeymoon arrangements, and give your itinerary to a friend or family member in case of emergency
- Pack for honeymoon
- Update caterer with final guest count

## 1 day before

- Confirm transportation arrangements for ceremony and reception
- Have manicure and pedicure
- Rehearse ceremony
- Give gifts to wedding party
- Prepare payment envelopes for venue and make arrangements for someone to distribute them

## Your Wedding Day

- Relax and enjoy yourselves