



Wedding Planner

Use this checklist as a general guideline for planning your wedding day.

B G

notes

12 MONTHS

- Arrange for parents to get together.
- Decide on a date.
- Set your budget.
- Hire a wedding planner.
- Book ceremony site and officiant.
- Compile guest list to get approx. head count.
- Visit reception sites and reserve site.
- Select a wedding theme or style.

6-9 MONTHS

- Choose your attendants.
- Shop for your gown.
- Choose bridal attendants' attire.
- Order your wedding gown.
- Enroll in a bridal gift registry.
- Select a caterer.
- Book photographer and/or videographer.
- Hire a florist.
- Book the musicians and/or DJ.

4-6 MONTHS

- Order wedding stationery, including invitations, envelopes, place cards, escort cards, thank you cards, etc.
- Shop for the cake.
- Arrange wedding day transportation.
- Book beauty pros for the wedding.
- Reserve accommodations for out-of-town guests.
- Finalize the guest list.
- Scout honeymoon destinations.

2-4 MONTHS

- Obtain marriage license, schedule blood tests if necessary.
- Order groom and groomsmen's attire.
- Make honeymoon reservations. Compile all the necessary travel documents.
- Discuss details of the menu with caterer.
- Order the wedding cake and related accessories.
- Purchase your wedding bands.
- Choose ceremony and reception music.
- Reserve rental equipment, if necessary.
- Buy thank you gifts for the attendants.
- Select favors, welcome baskets and purchase all related supplies.
- Arrange the rehearsal time and rehearsal dinner.
- Book a room for your wedding night.

4-8 WEEKS

- Mail out the invitations eight weeks ahead of the wedding date.
- Do a hair and makeup run-through.
- Write thank you notes as gifts arrive.
- Decide on insurance policy changes needed for after the wedding.

2-3 WEEKS

- Finalize the seating plan for the reception.
- Confirm details with the photographer, florist, etc.
- Have your final dress fitting.
- Write your rehearsal dinner toast.

1 WEEK

- Organize your fees and payments and place in individually marked envelopes.
- Give the caterer a final head count.
- Appoint a reliable friend to transport the cake, serving set, toasting glasses and other items to and from the wedding site.
- Get last-minute beauty treatments (facial, waxing, brow-shaping, etc.).
- Pack for the honeymoon. (Ask someone to bring your luggage to the reception if you plan to leave from there.)