

Wedding Checklist



12 Months

- q Create a theme or style
- q Determine budget (keep in mind the estimated size of the wedding)
- q Reserve locations
 - q Wedding
 - q Reception
- q Choose your wedding party
- q Purchase an organizer

9 Months

- q Order save the date cards
- q Choose and order wedding gown
- q Begin guest list - start looking for invitations
- q Start shopping for attendant attire
- q Set aside a block of hotel rooms for out of town guests
- q Visit with officiant on marriage requirements
- q Book a photographer
- q Plan ceremony and reception music

6 Months

- q Send out save the date cards
- q Order wedding invitations
- *see Elements of a Wedding Ensemble for additional information
 - q Begin addressing invitations
 - q Begin invitation assembly
- q Buy thank you cards - keep up with thank yous as you receive gifts
- q Meet with baker for wedding cake
- q Meet with a florist
- q Determine the date/location for the rehearsal dinner

4 Months

- q Purchase gifts
 - q From the Bride: wedding party, flower girl, personal attendant
 - q From the Groom: wedding party, ring bearer, ushers
 - q From Both: Parents, Grandparents, Wedding Coordinator
 - q Others: readers, guest book attendant, soloists, etc.
- q Purchase accessories for wedding party
 - q Jewelry, Garters, Cuff links

3 Months

- q Finish and seal wedding invitations
- * Take an assembled invitation to the post office to determine proper postage
- q Purchase items for rehearsal dinner
 - q Order Invitations
 - q Printed Napkins
- q Purchase items for the reception
 - q printed napkins
 - q placecards
 - q guest favors
 - q decorations & centerpieces
 - q matches
 - q toasting glasses
 - q cake knife set
 - q cake top,
 - q menu cards
- q Purchase items for the ceremony
 - q programs
 - q guest book & pen
 - q aisle runner
 - q ring pillow & flower girl basket
 - q unity candle
 - q bird seed/bubbles/etc.
- q Draw up seating chart & write out place cards

6-8 Weeks

- q Mail wedding invitations
- q Send announcement to newspaper

1 Month

- q Buy gifts for future wife/husband
- q Purchase gratuity envelopes for your hired professionals
- q Compile list places to notify of name/address change

2 Weeks

- q Send out reminder for rehearsal dinner attendants

1 Week

- q Write checks to hired professionals