

# What To Do WHEN: WEDDING CHECKLIST

## Twelve to Eighteen Months in Advance...

- Envision the type of wedding you want
- Pick a wedding date, along with several backup dates
- Determine a budget and number of guests to invite
- Choose and secure ceremony and reception sites
- Select and book an officiant
- Hire a wedding consultant if desired
- Start browsing for a dress
- Begin researching vendors
- Submit your newspaper engagement announcement
- Order your gown, accessories and bridesmaid dresses
- Create a guest list
- Notify out-of-town guests so travel plans can be made
- Choose and ask attendants
- Reserve a photographer and videographer
- Select a caterer and begin working on menu
- Book your reception band or DJ
- Investigate floral, invitation and honeymoon options

## Six to Eight Months Remaining...

- Book a florist and choose floral

- arrangements
- Hire your wedding cake baker
- Select ceremony music
- Register for bridal gifts
- Reserve any party rental equipment
- Order invitations and announcements
- Reserve accommodations for all out oftown guests
- Make wedding day transportation arrangements
- Finalize honeymoon plans

## Three to Five Months Left...

- Address wedding invitations
- Finalize details with florist and caterer
- Confirm delivery dates for dresses and schedule fittings
- Shop for and purchase wedding rings
- Reserve groom's tux and groomsmen's outfits
- Book a room for your wedding night
- Make plans to get your marriage license
- Select or design any marriage contract required by your religion
- Book a rehearsal dinner site and determine guest list
- Acquire passports and/or visas if honeymooning abroad

## Two Months to Wait...

- Choose ceremony readings and finalize vows

- Have final dress fittings
- Submit your newspaper wedding announcement
- Purchase attendants' gifts
- Order ceremony programs
- Confirm all arrangements with vendors
- Stamp and mail all invitations
- Schedule ceremony rehearsal and review details with officiant

## One Month Before...

- Purchase your wedding license
- Pick up wedding gown and rings
- Make name change to proper documents
- Have your wedding portrait taken
- Coordinate wedding day details
- Mail invitations for rehearsal dinner
- Start planning reception seating
- Give requests to band and photographer
- Schedule hair and makeup appointments

## Two Weeks to Go...

- Confirm attire and accessories are ready
- Confirm rehearsal time and date with wedding party
- Finalize reception seating
- Prepare place cards
- Prepare toasts for rehearsal and reception

- Address announcements, to be mailed on your wedding day
- Confirm room reservations for wedding night and honeymoon

## Just One More Week...

- Enjoy a manicure and pedicure
- Have final conversations with vendors
- Submit final guest count to caterer

## Tomorrow's the Big Day!

- Entrust marked payment and tip envelopes to the best man
- Confirm beauty appointments
- Rehearse the ceremony
- Get a good night's rest for the big day!

*A wedding is a complex event to orchestrate use this planner to stay organized.*

*Don't allow the details to overshadow the joy of the event.*

*Your wedding is a momentous and exciting time.*

*Relax and Enjoy it.*

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www.ruthhunter.com  
ruth@ruthhunter.com  
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