

# Wedding checklist

## 12-8 months before the wedding

- Determine style & month for the wedding
- First draft guest list
- Set budget
- Book date & location
- Book date & time church
- Book date civil wedding (& get documents for church)
- Create guest list with addresses
- Determine witnesses
- Possibly book location & time rehearsal dinner
- Possibly book location & time brunch
- Determine first timing for ceremony, apero, dinner & party
- Reserve hotel rooms
- Get all documents for the church ceremony   
(to discuss with priest in home church)
- Determine wedding theme
- Create & discuss wedding concept
- Reserve first vendors (photo, video, music)
- Create, print & send out save the date
- Possibly have envelopes calligraphed
- Buy wedding gown

## 8-6 months before the wedding

- Reserve date for the civil wedding
- Apply for the church ceremony   
  
(maybe marriage preparation course with the priest)

Get offers from vendors & reserve the date:

- Photography
- Videography
- Music (ceremony, apero, dinner, party)
- Technics (light & sound)
- possibly officiate
- possibly catering (& trial date)
- Hair & makeup (& trial date)
- Flowers (ceremony, apero, dinner, party)
- wedding cake (& trial date)
- Bridal car or carriage
- Shuttles
- maybe kids entertainment & nannies

Cost calculation

Possibly create wedding website

Create text & graphics for the invitation

(possibly extra inlays for rehearsal dinner, brunch, hotels etc.)

Possibly have envelopes calligraphed

*5-4 months before the wedding*

Book details for the civil wedding:

- Music
- Bouquet & boutonniere
- Possibly restaurant for food or drink reception (& decoration)
- Dress & suit
- Hair & makeup
- Bridal car or carriage (& decoration)
- Photographer & videographer
- Invite guests for the civil wedding

Book details for the rehearsal dinner and/ or brunch:

- Restaurant, menu & drinks
- Music & technics
- Flowers & decoration (tableware, flowers, room decoration)

- Possibly stationary
  - Photographer/ videographer
  - Hair & Makeup
  - Maybe Shuttles
  - Maybe kids entertainment
- Discuss flow of church ceremony with the priest:
- Timing & schedule of ceremony
  - Liturgy of the word or communion
  - Reading, intercessory prayer, prayer etc.
  - Determine music & songs (maybe organist)
  - Discuss texts for the church booklets
  - Stools or chairs for the bridal couple
- Possibly book small reception after the ceremony
- Send out invitations (possibly gift registry)
- Request & sign all contracts with vendors
- Possibly reserve special entertainment (firework, photobooth, shows etc.)
- Set up tasting for the menu & discuss details with the location
- Food & drinks
  - (lunch, apero, dinner, midnightsnack, party)
  - Tableware & furniture (tables, tablecloths, napkins, chairs, covers)
  - Toilet & coat lady
- Trial flowers & discuss details with florist
- (ceremony, entry, room, apero, dinner, party, gift table, cake table, escort card table)
- Flowers for the ceremony:
- Bridal car
  - Bouquet, boutonniere (also for parents & witnesses?)
  - Flower baskets & hair wreaths flower girls
  - Flower décor entrance & possibly carpet
  - Maybe ring cushion out of flowers
  - Decoration church pew, main & side altars
- Discuss technics (light, sound, maybe dance floor, stage etc.)
- Get groom's suit
- Buy & engrave wedding rings
- Possibly take dance lessons

Determine texts & graphics for stationery:

- Menu
- Church booklet
- Table names
- Place cards (possibly calligraphy)
- Table plan
- Escort cards & envelopes (possibly calligraphy)

Order other details

(napkins, fans, flipflops etc. )

*3 months before the wedding*

Create RSVP list

Create seating chart

Order all stationary

Order & pack gift bags

Possibly write welcome notes for the hotel rooms

Possibly order calligraphy of stationary

Buy guest book

Buy ring cushion

Buy wedding candle

Discuss readings & intercessory prayers with guests

*1 month before the wedding*

Final fitting wedding dress & groom attire

Determine final timing of the wedding day

(songs 1<sup>st</sup> dance, cake cutting, throwing of the bouquet, speeches, surprises)

Create final timing & schedule

Final discussion with location

- Exact guest count
- Number staff (food & drinks)
- Vegans, vegetarians, allergies, kids (in the seating chart)
- Seating chart

Pick up wedding rings

## 2 Weeks before the wedding

Briefing all vendors

Possibly write speech

Prepare purse & first aid/ emergency kit

Possibly prepare envelopes for payments in cash or tips

## 1 Week before the wedding

Organize place cards, escort cards etc.

Possibly pick up wedding dress & groom attire

Discuss who will bring the rings to church

Discuss where and when the bridal car will be decorated

## After the wedding

Pay all outstanding bills

Thank you notes

Book honeymoon

