

## BASIC CHECKLIST

Wedding checklist for: \_\_\_\_\_

### 6 to 12 Months Before Wedding

- \_\_\_\_\_ Set wedding date: \_\_\_\_\_
- \_\_\_\_\_ Hire bridal consultant (if needed)
- \_\_\_\_\_ Secure Church or location for wedding ceremony
- \_\_\_\_\_ Contact ceremony officiate (priest, chaplain, minister)
- \_\_\_\_\_ Select members of the bridal party
- \_\_\_\_\_ Secure location for rehearsal party (normally grooms responsibility)
- \_\_\_\_\_ Secure location for reception
- \_\_\_\_\_ Secure Pro Wedding Entertainment
- \_\_\_\_\_ Contact Formal wear store for bridal & bridesmaids gowns/access
- \_\_\_\_\_ Contact Formal wear store for groom's & groomsmen tuxedo's
- \_\_\_\_\_ Book Photographer
- \_\_\_\_\_ Book special transportation (Limo, Carraige, etc)
- \_\_\_\_\_ Secure florist
- \_\_\_\_\_ Make guest list for wedding ceremony, reception, announcements
- \_\_\_\_\_ Secure Caterer for reception food
- \_\_\_\_\_ Shop for wedding rings
- \_\_\_\_\_ Plan honeymoon & secure reservations

### 3 to 4 Months Before Wedding

- \_\_\_\_\_ Complete guest list
- \_\_\_\_\_ Order wedding cake
- \_\_\_\_\_ Purchase guest book and wedding album
- \_\_\_\_\_ Order invitations, announcements, stationary, napkins, etc
- \_\_\_\_\_ Finalize floral arrangements, garter, ring pillow, etc
- \_\_\_\_\_ Finalize any rental items needed

### 2 Months Before Wedding

- \_\_\_\_\_ Address / stamp invitations and announcements
- \_\_\_\_\_ Contact Hotel for reservations for out-of-town guests
- \_\_\_\_\_ Get personalized gifts for wedding party members
- \_\_\_\_\_ Finalize plans for reception (meet/consult with entertainment)

### 1 Month Before Wedding

- \_\_\_\_\_ Reconfirm dates for cake, entertainment, caterer, florist, photographer
- \_\_\_\_\_ Obtain marriage license
- \_\_\_\_\_ Finalize plans for rehearsal (normally grooms responsibility)
- \_\_\_\_\_ Mail invitations 3-4 weeks before wedding