

# Wedding Timeline Checklist

The following checklist is designed with an ideal timetable of twelve months. If you're planning your wedding on a shorter schedule, just start at the beginning of the list and catch up as quickly as possible. Use the boxes to the left of the items to tick off tasks as you complete them.

## 9 TO 12 MONTHS PRIOR TO THE WEDDING DAY

- Arrange a gathering for you and your parents.
- Determine the budget and how expenses will be shared.
- Choose a target wedding date and time.
- Discuss the size, style, location and scope of the wedding you want.
- Visit and reserve wedding and reception sites.
- Meet with your officiant.
- Create a binder to store and organise ideas, worksheets, receipts, brochures etc.
- Start compiling your guest list to estimate the head count. Consider the budget when thinking about "must-invites" versus "nice-to-invites".
- Begin shopping for the wedding gown.

## 6 TO 9 MONTHS PRIOR

- Choose the members of your wedding party.
- Enrol on wedding and shower gift registries.
- Hire a photographer and a videographer.
- Book an engagement photo session, especially if you plan to include a professional engagement picture with save-the-date cards.
- Hire a caterer.
- Hire a florist.
- Make arrangements for music to be played at the ceremony and reception, which might include booking a band or solo musician, hiring a DJ and choosing songs.
- Reserve a block of hotel rooms for out-of-town guests. Make sure that you ask about group rates.
- Send save-the-date cards to your guests. Include lodging information and maps.
- Shop for wedding rings.
- Select and order the wedding gown, leaving ample time for delivery and alterations.
- Shop for bridesmaids' dresses.
- Schedule wedding cake design appointments and tastings.
- Start planning your honeymoon.

## 4 TO 6 MONTHS PRIOR

- Finalise the guest list.
- Order invitations and other wedding stationery such as place cards and thank-you notes.
- Plan wedding-day beauty preparations. Ask your stylists if they can work at the wedding site.
- Finalise your honeymoon plans. If travelling outside the country, arrange for visas, passports and inoculations.
- Arrange your wedding day transport.
- Plan the rehearsal dinner.

## 2 TO 4 MONTHS PRIOR

- Obtain a marriage licence. Remember to bring all necessary documents with you.
- Order tuxedos for the groom and groomsmen.
- Meet with the caterer to review food and drink menus.
- Order the wedding cake.
- Order your wedding rings.
- Confirm the ceremony and reception music.
- Book a hotel room for the wedding night.
- If you plan on writing your own vows, start writing them now.

## 4 TO 8 WEEKS PRIOR

- Post the wedding invitations.
- Confirm all transport plans.
- Do a hair and make-up run-through. Include your wedding veil, if applicable.

## 2 TO 4 WEEKS PRIOR

- Work on seating arrangements for the reception.
- Finalise arrangements for out-of-town attendants and guests.
- Confirm details with the photographer, florist and other vendors.
- Have final fitting for bridal gown and bridesmaids' dresses.
- Write your rehearsal dinner toast.
- Communicate the rehearsal dinner details to those who will attend.
- Compile a list of the wedding vendors and wedding party, with contact information.
- Purchase gifts for the wedding attendants.
- Determine where the bride, groom and attendants will dress for the ceremony.

## 1 WEEK BEFORE

- Place fees due on the wedding day in envelopes for easy distribution.
- Give the caterer a final head count.
- Appoint a trustworthy person to bring important items – such as the cake knife, toasting glasses and guest book – to the reception.
- Appoint someone to act as an “organiser” to handle any last-minute problems.
- Review final details with the wedding party.
- Get beauty treatments such as a manicure, facial, massage, waxing and brow shaping.

## THE DAY BEFORE THE WEDDING

- Gather the following:
  - Something old, to symbolise continuity with family and heritage
  - Something new, to symbolise optimism and hope for the new life ahead
  - Something borrowed, from a happily married person, to symbolise marriage longevity
  - Something blue, to symbolise love and fidelity
- Confirm honeymoon arrangements.
- Pack for the honeymoon.
- Enjoy a relaxing day with family and friends.
- Attend the rehearsal and rehearsal dinner; give gifts to attendants.
- Give the rings and officiant’s fee to the best man.
- Try to get some rest.

## WEDDING DAY

- Relax and remain calm.
- Remember to eat something.
- Allow at least two hours to get dressed.
- ENJOY THIS ONCE-IN-A-LIFETIME EVENT!