

# WEDDING CHECKLIST

## 12 – 24 months before wedding

- Announce your engagement to family and friends.
- Select a wedding date and time.
- Discuss a budget and how expenses will be shared.
- Determine wedding style, size and degree of formality of your wedding.

## 12 months before wedding

- Confirm date with marriage celebrant.
- Hire a wedding planner/consultant.
- Create a draft guest list. Inform bride's and groom's family of the number they can invite and by which date you need their list.
- Select location for ceremony and reception. Remember to pay deposits in order to secure your booking.
- Select a wedding photographer and/or videographer.
- Select your colour scheme and theme of your wedding.
- Choose the bridal party.

## 9 months before wedding

- Begin planning honeymoon destination.
- Shop for gown, veil headpiece, jewellery and accessories.
- Select attendant(s) dresses.
- Choose a florist that best suits your floral design requirements.
- Choose a caterer and plan the menu.
- Select music/musicians/DJ for the ceremony and/or reception.
- Select baker for wedding cake.
- Select decorator(s) to decorate the ceremony and/or reception.
- Book wedding car(s).
- Select MC.
- Obtain passports, visas, birth certificates and any documents required for travel and/or marriage certificates.

## 6 months before wedding

- Give bridal party a list of their responsibilities
- Register for your wedding gifts.
- Confirm details and book all your suppliers. Ensure you pay a deposit to secure your booking.
- Book hair and makeup artist.

### **3 months before wedding**

- Schedule fitting for bridesmaid's dresses.
- Choose formal wear for groom and attendants.
- Buy wedding rings.
- Reserve rental items.
- Order wedding invitations, wedding stationery and wedding favours.

### **2 months before wedding**

- Finalise guest list. Send out wedding invitations.
- Start thinking about wedding vows.
- Start getting weekly facials.

### **1 month before wedding**

- Organise hair and makeup trial.
- Finalise wedding vows.
- Schedule wedding rehearsal.
- Confirm guest list and inform final numbers to caterer.

### **1 – 2 weeks before wedding**

- Wrap up wedding favours / bonbonnières.
- Finalise reception seating and inform venue.
- Pack for honeymoon.
- Confirm products and services with all suppliers.
- Wedding rehearsal.
- Pack an emergency kit – bandaids, safety pins, tissues, needle & threads, bobby pins, eye drops and any other little items you think will come in handy.
- Prepare a wedding schedule for your wedding day, make copies and distribute to bridal party and helpers.

### **Day before wedding**

- Organise outstanding payments for wedding services required to be paid on the day. Mark clearly on each envelope whom it is for and total amount outstanding. Give to best man.
- Touch base with everyone and ensure they are all prepared and organised.

### **On the wedding day**

- Eat breakfast.
- Take heaps of photos.
- Relax, smile and enjoy!