

## Wedding Checklist

This wedding planning checklist covers a 12 month span, but you can adjust the schedule to your own timeline, whether you're planning two years or one month in advance.

<http://www.littleweddingguide.com/>

### 12 Months Before

- ☐ Announce your engagement to family and friends and plan an engagement party
- ☐ Place an engagement announcement in your local newspaper
- ☐ Sign up for a wedding website to keep your guests informed about event details, area information, etc.
- ☐ Work on the budget
- ☐ Consider purchasing wedding planning software to organize everything, or hire a wedding planner to help secure contracts, etc.
- ☐ Choose a wedding date - select a few days in case your first choice is booked
- ☐ Choose a location and reserve your ceremony and reception site(s)
- ☐ Begin a rough guest list and compile current addresses
- ☐ Decide on who you'd like to have as your attendants, including your maid of honor and best man
- ☐ Begin shopping for your wedding gown
- ☐ Attend a local bridal show or two and jot down notes about any vendors you really liked
- ☐ Purchase a wedding planning organizer or calendar to keep track of important dates and appointments (fittings, showers, etc.)

### 6-9 Months Before

- ☐ Research and choose one or more bridal gift registry
- ☐ Order your wedding gown and buy undergarments that you will wear with it (bring these to all fittings)
- ☐ Order other bridal accessories - shoes, gloves and veil
- ☐ Begin shopping for bridesmaids dresses
- ☐ Find an officiant who will perform your ceremony
- ☐ Research local vendors and book ceremony musicians, a wedding band/DJ, photographer, videographer, caterer and florist

### 4-6 Months Before

- ☐ Select and order your wedding invitations, invitation envelopes and thank-you cards
- ☐ Hire a calligrapher, if desired (check with a local stationery store for referrals)
- ☐ Select and purchase wedding favors and wedding favor accessories - boxes, personalized wedding ribbon, labels, etc.
- ☐ Purchase any desired ceremony and reception decorations - unity candles, vases, aisle runner, etc.
- ☐ Start researching wedding cake pictures and local bakeries

- ☐ Book your honeymoon and verify that you have any necessary travel documents including passports and visas
- ☐ Book a room for your wedding night, if you will be leaving for your honeymoon the next morning
- ☐ Book hotel rooms or arrange other accommodations for out-of-town guests
- ☐ Finalize your guest list and send out save-the-date cards, if using
- ☐ Print out directions to the ceremony, reception, rehearsal dinner and hotel(s) for guests
- ☐ Compile a list of area information and things to do for out-of-town guests
- ☐ Reserve transportation for you and your wedding party as well as a bus or trolley for your guests (if necessary)

## **2-4 Months Before**

- ☐ Find out what your state's requirements are for obtaining a marriage license and get blood tests done, if required
- ☐ Order tuxedos for the groom and groomsmen
- ☐ Meet with your caterer to discuss the menu and your bar/liquor needs
- ☐ Meet with your officiant to discuss ceremony details, wording and wedding vows
- ☐ Select wedding readings
- ☐ Order your wedding cake
- ☐ Buy thank-you gifts for your attendants, flower girl and ring bearer
- ☐ Shop for a gift for your new spouse-to-be
- ☐ Select and purchase wedding rings, and have them engraved if desired
- ☐ Coordinate and choose a location for the rehearsal dinner
- © 2014 Little Wedding Guide. All rights reserved. [www.littleweddingguide.com](http://www.littleweddingguide.com)
- ☐ Contact party rental companies for tents, tables, arches, etc. if necessary
- ☐ Book any other specialty services - ice sculptures, photo booths, etc.
- ☐ Purchase luggage and other travel necessities and attire for your honeymoon
- ☐ Order/renew passports if necessary, leaving ample time for them to be sent back to you
- ☐ Schedule an appointment with your dentist if you'd like to have your teeth whitened or cleaned before the wedding

## **1-2 Months Before**

- ☐ Mail invitations out to everyone eight weeks prior to the wedding date and send accommodation info to your out-of-town guests
- ☐ Compile and complete name change documents or purchase a bridal name change kit online
- ☐ Fill out a change of address form at the post office, if necessary
- ☐ Have ceremony programs printed
- ☐ Purchase a guest book, pen and other wedding accessories including toasting glasses, cake knife, ring pillow, etc.
- ☐ Keep your wedding web site updated with directions and event details
- ☐ Choose your hair and makeup stylists and schedule a trial for both; also book appointments to have your hair, make-up and nails done on the day of the wedding
- ☐ Review insurance information with your fiancé and check with employers to see what documents need to be updated once you are legally wed (car, home, medical, etc.)

## **2 Weeks to 1 Month Before**

- ☐ Create a seating chart for the reception and make table numbers and place cards (or have your calligrapher work on these)
- ☐ Contact your caterer with a final guest count
- ☐ Print out a timeline of events for your wedding party and vendors - include contact information and cell phone numbers
- ☐ Meet with your photographer to finalize your wedding photo list of any must-have photos
- ☐ Contact your florist to confirm your final flower order (bouquets, boutonnieres, centerpieces, etc.) and go over any decor details or venue logistics for the big day
- ☐ Finalize your ceremony and reception music and song lists for your wedding band or DJ
- ☐ Confirm lodging reservations for out-of-town guests
- ☐ Place a wedding announcement in your local newspaper
- ☐ Plan a bridal luncheon or dinner with your bridesmaids
- ☐ Pick up wedding bands and make sure the fit is good
- ☐ Schedule a final wedding dress fitting
- ☐ Apply for your marriage license
- ☐ Write rehearsal dinner toasts

## **1 Week Before**

- ☐ Write out final checks to your wedding vendors (each organized in an envelope) and let your wedding coordinator or one of your attendants to distribute at the wedding
- ☐ Pick up your wedding gown
- ☐ Pick up your marriage license
- ☐ Confirm limo or other transportation reservations
- ☐ Pack for your honeymoon and confirm travel arrangements
- ☐ Have your post office hold your mail, if necessary, while you are on your honeymoon
- ☐ Treat yourself to a spa day - you deserve it!

## **The Day Before**

- ☐ Welcome out-of-town guests as they arrive
- ☐ Take a yoga class or go for a walk during the day
- ☐ Schedule a hair appointment for prior to the rehearsal dinner
- ☐ Attend the rehearsal and enjoy the rehearsal dinner!

## **The Wedding Day**

- ☐ Wake up early and do some easy exercise, or just go for a peaceful walk outdoors and try to soak up the beauty of the day ;)
- ☐ Set aside some time before the festivities to share gifts with your bridesmaids or close family members
- ☐ Eat a healthy breakfast - you'll need your energy for the big day ahead!
- ☐ Enjoy it; it's finally here and everything will be wonderful... Congratulations!!

