



## WEDDING TIMELINE CHECKLIST

We hope you find this checklist helpful as you plan your wedding. The To-Do-List is organized from 9-12 months before the wedding until the days following a wedding. You may not need all that is on this list. Tailor it for your needs.

### DO THIS FIRST:

Before you get engaged and talking about the possibility of marriage, that is the optimal time to seek relationship coaching! Please see the flier: "Before The I Do's." If you are already engaged, start your relationship coaching right away. You'll be glad you did.

### 9-12 months before

- ☐ Get a folder/binder to put all of your information
- ☐ Set up a wedding budget. Who pays for what?
- ☐ Officially announce your engagement
- ☐ Contact officiant and set the wedding date
- ☐ Decide on style of wedding (formal, semi-formal, informal, etc.)
- ☐ Choose and book reception site
- ☐ Choose and book ceremony location
- ☐ Need a wedding planner? Contact them now
- ☐ Start first draft of your guest list

### 6-9 months before

- ☐ Consider setting up a wedding website
- ☐ Announce wedding date (especially for those out-of-town)
- ☐ Start shopping for wedding dress, shoes, and accessories

- ☐ Decide on bridesmaids' dresses
- ☐ Organize decorations and bouquets
- ☐ Hire catering service
- ☐ Hire wedding photo/videographers
- ☐ Hire DJ/band
- ☐ Start thinking about gift registry options
- ☐ Reserve hotel rooms (in varying price ranges) for out-of-town guests
- ☐ Have an engagement party
- ☐ Book honeymoon

#### **4-6 months before**

- ☐ Select and order wedding invitations and stationary
- ☐ Choose wedding cake
- ☐ Discuss menu items with catering service
- ☐ Arrange for rental items (arches, candelabras, china, crystal, flatware...)
- ☐ Buy wedding rings
- ☐ Organize groom's tux and decide what groomsmen will wear
- ☐ Make sure bridesmaids ordered their gowns and decide on accessories
- ☐ Look for wedding favors
- ☐ Confirm dates for bridal shower and bachelorette parties
- ☐ Start registry (before sending bridal shower invitations)
- ☐ Get ideas for wedding hair and makeup
- ☐ Organize helpers (readers, musicians, ushers, guestbook attendant, etc.)
- ☐ Give guest list to shower hostesses

- ☐ Decide if you want wedding insurance

## **2-4 months before**

- ☐ Submit newspaper wedding announcement
- ☐ Finalize guest list and send invitations
- ☐ Select location of rehearsal dinner
- ☐ Finalize rehearsal dinner plans
- ☐ Finalize wedding menu
- ☐ Select music for ceremony, reception, etc.
- ☐ Book makeup artist and hairstylist
- ☐ Make sure groom and groomsmen tuxes have been ordered
- ☐ Organize wedding transportation (for you and your guests)
- ☐ Order wedding favors
- ☐ Find gifts for each other, attendants, shower hostess, parents, etc.
- ☐ Purchase bridal party gifts
- ☐ Purchase wedding accessories (candles, baskets, ring pillow, etc.)
- ☐ Check registry from time-to-time (needs to be enough options left)
- ☐ Joint bank accounts, insurance, merger of money, etc.
- ☐ Start preparations for honeymoon
- ☐ Send invitations 8 weeks before wedding date

## **1-2 months before**

- ☐ First bridal gown fitting
- ☐ Schedule a final fitting for groom so he will be ready for formal bridal portrait
- ☐ Finalize ceremony readings, songs, etc.

- ☐ Design wedding programs
- ☐ Meet with officiant to finalize ceremony, vows, etc.
- ☐ Arrange “Bridesmaid Luncheon” and other “Pre-wedding Parties”
- ☐ Set appointment with photographer for your formal bridal portrait
- ☐ Discuss and finalize details with wedding service providers

### **3-4 weeks before**

- ☐ Get marriage license (normally no earlier than 30 days before wedding)
- ☐ Arrange name change
- ☐ Mail rehearsal dinner invitations
- ☐ Meet with stylist to discuss makeup and hair
- ☐ Confirm hotel arrangements for out-of-town guests

### **1-2 weeks before**

- ☐ Make final payments for all services
- ☐ Have final wedding gown fitting
- ☐ Finalize wedding-day schedule and share with attendants, parents, and vendors
- ☐ Pick up wedding dress and make sure all accessories are together
- ☐ Reconfirm all wedding plans: ceremony, reception site, florist, photo/videographer, musicians, DJ, baker, honeymoon
- ☐ Give caterer/reception site final head count
- ☐ Provide wedding party and out-of-town guests with itinerary and maps
- ☐ Prepare emergency kit with needle, thread, safety pins, tape, mirror, etc.
- ☐ Give someone at home emergency numbers of honeymoon locations, credit card numbers, etc.
- ☐ Finalize seating arrangements

- ☐ Prepare place cards
- ☐ Prepare “ceremony box” for ceremony accessories
- ☐ Prepare “reception box” for reception accessories
- ☐ Prepare wedding favors for transportation if necessary
- ☐ Complete seating plan for reception
- ☐ Confirm all rental and floral delivery dates and times
- ☐ Confirm arrival times for attendants
- ☐ Pack for wedding night and honeymoon

### **The day before**

- ☐ Prepare a list of payment envelopes, marking who is responsible for each one
- ☐ Hand out assignment lists and checklists to ensure everyone knows their tasks
- ☐ Hand out ceremony box to appropriate person
- ☐ Hand out reception box to appropriate person
- ☐ Hand out favor box to appropriate person
- ☐ Give rings to best man
- ☐ Gather wedding dress and all accessories
- ☐ Get a manicure, pedicure, massage
- ☐ Rehearse ceremony with officiant and wedding party
- ☐ Confirm transportation arrangements for honeymoon
- ☐ Compile an emergency list of all wedding vendors with phone numbers

### **The wedding day**

- ☐ Try to eat breakfast
- ☐ See hairdresser

- ☐ Have makeup applied
- ☐ Don't forget rings (if you haven't given them to the best man) and wedding license
- ☐ Take a relaxing bath

### **After the wedding**

- ☐ Get wedding gown cleaned and preserved
- ☐ Preserve bouquet
- ☐ Write and send thank you notes
- ☐ Complete process of name change
- ☐ Finalize gift registry
- ☐ Meet with photo/videographer to finalize albums/video