

MY WEDDING CHECKLIST

UPON ENGAGEMENT

- Set the wedding date!
- Determine your wedding budget
- Meet with those sharing wedding expenses to discuss financial responsibilities
- Decide (with fiancé) on wedding style
- Reserve ceremony and reception sites
- Choose attendants
- Begin making a guest list
- Begin creating your wedding website

9 MONTHS TO 1 YEAR BEFORE

- Have your engagement photos taken
- Send save the date cards to everyone on your guest list
- Register for wedding gifts
- Meet with your officiant

Meet with and reserve:

- Caterer
- Wedding cake baker
- Florist
- Ceremony musicians
- Reception band or DJ
- Photographer/videographer

Shop for and order:

- Wedding gown
- Headpiece and veil
- Undergarments
- Jewelry
- Shoes
- Make appointments for wedding-day hairstyles and beauty treatments

6 MONTHS BEFORE

- Submit engagement photo and announcement to your local newspaper
- Reserve accommodations for guests
- Decide on a honeymoon location and make all necessary reservations

Shop for and order bridesmaids' attire:

- Dresses
- Shoes
- Accessories
- Finalize men's formal wear and place orders
- Attend pre-wedding parties and showers
- Purchase a supply of thank you notes and keep up with writing them
- Experiment with hairstyles

4 MONTHS BEFORE

- Arrange for and attend gown fittings
 - Finalize the guest list
 - Select and order wedding bands
- Select and order wedding stationery:
- Wedding Invitation Suite, including response cards and additional information cards

Select and order ceremony necessities such as:

- Unity Ceremony
- Flower Girl and Ring Bearer
- Aisle and Altar Décor

Select and order reception necessities such as:

- Place cards
- Cocktail Napkins
- Favors
- Cake Top & Toasting Flutes
- Decorations & Centerpieces

3 MONTHS BEFORE

- Begin addressing and assembling invitations
- Have an assembled invitation weighed to determine postage; purchase postage
- Arrange for wedding-day transportation
- Plan the rehearsal and rehearsal dinner
- Purchase rehearsal dinner invitations
- Finalize honeymoon plans and confirm all reservations and paperwork needed

2 MONTHS BEFORE

Finalize arrangements with wedding vendors:

- Caterer
- Wedding cake baker
- Florist
- Ceremony musicians
- Reception band or DJ
- Photographer/videographer
- Mail invitations to arrive six weeks before the wedding date
- Keep track of response cards received
- Finalize ceremony order with officiant
- Order wedding programs
- Purchase gifts for attendants, parents, hostesses, etc.
- Purchase wedding gift for fiancé
- Work on reception seating arrangement
- Prepare place cards
- Mail rehearsal dinner invitations

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2 MONTHS BEFORE CONTINUED

Take care of financial and legal details

- Joint bank account
- Insurance policies and beneficiaries
- Wills
- Prenuptial agreement (if desired)
- Gather forms for making name change
- Write wedding vows, toasts and speeches

1 MONTH BEFORE

- Get your marriage license
- “Rehearse” your wedding hairstyle
- Have final fittings for wedding gowns
- Remind bridesmaids to attend gown fittings
- Keep track of wedding gifts received and thank you notes written

Confirm duties with wedding helpers

- Personal attendant
- Day-of coordinators
- Setup crew and decorators
- Readers
- Flower pinner
- Guest book attendant
- Gift table attendant
- Host and hostess
- Punch, cake and coffee servers
- Cleanup crew

1 WEEK BEFORE

- Confirm all services and reservations
- Confirm arrangements with sites
- Deliver final guest count to caterer and site
- Pack for your wedding night
- Pack items for the ceremony and reception sites
- Pack for your honeymoon
- Pick up wedding gown; check for fit
- Have groom pick up formal wear; check for fit
- Have attendants pick up attire and formal wear; check for fit
- Assemble a wedding-day emergency kit
- Get plenty of rest so you'll look your best!

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