

✓ Wedding Planning Checklist

This checklist should act as a guide for planning your wedding.
The timeline will vary depending on size and formality of the wedding.

Big Day!!
ENJOY

1 Year

9 Months

6 Months

4-5 Months

3 Months

2 Months

1 Month

2 Weeks

1 Day

One Year Out:

- Announce your engagement
- Select a date
- Start your research
- Build your wedding website
- Ask your attendants to be a part of your day
- Set a budget
- Book a wedding planner
- Determine your guest count
- Select a ceremony location
- Select a reception location
- Compile your guest list
- Begin looking for a gown
- Book photographer

Nine Months Out:

- Secure room blocks for out of town guests
- Send save the date cards
- Book videographer
- Book an officiate
- Select a caterer
- Order wedding gown
- Book musicians and/or entertainment
- Register for gifts
- Select florist
- Order bridesmaid dresses

Six Months Out:

- Taste and order wedding cake
- Request wedding and honeymoon time off of work
- Book honeymoon travel and accommodations
- Order rings
- Book transportation
- Book rentals and any additional décor needed
- Purchase wedding attire accessories

Four to Five Months Out:

- Order Invitations
- Menu tasting and selection
- Hair and Makeup Trials
- Select groom's and groomsmen tuxedos

Three Months Out:

- Send invitations to calligrapher or address envelopes and assemble
- Order favors
- Purchase reception accessories
- Purchase wedding party gifts

Two Months Out:

- Finalize Alterations for bride and bridal party
- Pick up rings
- Hire valet (if necessary)
- Print any ceremony or reception paper goods

One Month Out:

- Secure marriage license and take all legal actions required (blood tests)
- Confirm all vendors and orders
- Compile list of all critical phone numbers and distribute copies to important parties
- Secure wedding day emergency kit
- Write wedding vows
- Final fitting and pick up dress
- Confirm rehearsal dinner plans

Two Weeks Out:

- Finalize headcount with caterer
- Confirm transportation route and times
- Pay all final balances and confirm times and locations
- Finalize the seating chart
- Confirm honeymoon itinerary
- Pick up groom's attire

One Day Out:

- Gather all wedding day attire and essentials
- Rehearsal and rehearsal dinner
- Give gifts to parents and attendants
- Give vendor tips to wedding planner or trusted family member
- Give rings to best man
- Give wedding announcements to family member to be mailed on wedding day