Wedding Planning Checklist

12 Months Out
- ☐ Decide on your wedding date/backup date
- ☐ Create a weather back-up plan
- ☐ Create a budget
- ☐ Draft guest list
- ☐ Select wedding party
- ☐ Research/hire:
  - ☐ Venue
  - ☐ Photographer
  - ☐ Videographer
  - ☐ DJ or live band
  - ☐ Florist
  - ☐ Caterer
  - ☐ Rentals (if needed)
  - ☐ Calligrapher

10 Months Out
- ☐ Wedding dress shopping
- ☐ Schedule engagement photo shoot
- ☐ Plan wedding theme and colors
- ☐ Finalize guest list
- ☐ Hire hair and makeup artists
- ☐ Create registries
- ☐ Research honeymoon destinations
- ☐ Order save the date cards

8 Months Out
- ☐ Address and mail save the date cards
- ☐ Bridesmaid dress shopping
- ☐ Groomsmen suit shopping
- ☐ Finalize and book your honeymoon
- ☐ Create song list for wedding and reception
- ☐ Book rehearsal dinner venue
- ☐ Secure a block of rooms at hotel for out-of-town guests
- ☐ Secure wedding day transportation
- ☐ Schedule a wedding cake tasting

6 Months Out
- ☐ Order wedding invitations
- ☐ Order gifts for wedding party, parents and each other
- ☐ Communicate to wedding party, parents, etc. how you would like them to be a part of the wedding
- ☐ Apply for marriage license
- ☐ Purchase wedding bands
- ☐ Secure pre-marital counseling
- ☐ Order wedding favors
- ☐ Order wedding venue signs, table cards, etc.

4 Months Out
- ☐ Schedule hair and makeup trial
- ☐ Mail wedding invitations
- ☐ Review ceremony with officiant
- ☐ Send wedding invitations to calligrapher for hand addressing
- ☐ Finalize details for:
  - ☐ Menu
  - ☐ Decor
  - ☐ Cake
  - ☐ Floral

2 Months Out
- ☐ Follow-up with guests that have not RSVP'd
- ☐ Order thank you cards
- ☐ Begin working on wedding vows/toasts
- ☐ Review song list with DJ/live band

1 Month Out
- ☐ Secure marriage certificate
- ☐ Finalize guest count and arrange seating
- ☐ Provide head count to caterer/venue
- ☐ Final wedding dress fitting
- ☐ Send photography shot list to photographer/videographer
- ☐ Schedule Haircut/color, mani/pedi, and spray tan appointment(s) for one week from wedding
- ☐ Send out wedding day schedule to those involved in the wedding

1 Week Out
- ☐ Pack wedding day essentials
- ☐ Pack necessary documents
- ☐ Arrange for snacks for getting ready
- ☐ Double check all arrangements
- ☐ Steam/press wedding dress and suits