



THE ULTIMATE

Wedding Planning Guide

DEBBIE ELISA PHOTOGRAPHY

PART 1

Introduction



Welcome and Congratulations!

Congratulations on your engagement! This is such an exciting time in your life, and we are thrilled to be a part of it. As you start to plan your wedding, you're probably feeling a mix of excitement and overwhelm.

There are so many details to think about and decisions to make, and it can be hard to know where to start.

But don't worry – you don't have to do it alone!

Our digital wedding planner is designed to help you every step of the way. With our easy-to-use planner, you can keep track of all the details and stay organized throughout the planning process. Let's get started!

Our digital wedding planner is a comprehensive tool that will help you plan every aspect of your wedding. We've designed it to be easy to use and customizable, so you can create a plan that fits your unique vision for your big day.

The planner includes everything you need to plan your wedding from start to finish, including budget tracking, venue and vendor management, guest list and invitation management, wedding party and attire planning, decor and details, and day-of coordination. With our planner, you'll have all the tools you need to create the wedding of your dreams.



How to use the planner

To use the planner, simply work through every chapter of the planner, starting from the beginning and working your way to the end. You can either fill in the planner manually, or use it digitally. This will help you keep track of your progress and stay organized throughout the planning process.

PART 2

Budget



Setting a realistic budget

One of the first steps in planning your wedding is setting a realistic budget. This will help you prioritize your spending and ensure that you're able to create the wedding of your dreams without breaking the bank. When setting your budget, consider your income, savings, and any contributions from family members. Be realistic about what you can afford and set a budget that allows you to enjoy your special day without worrying about overspending.

SAVINGS	
CONTRIBUTIONS	
BUDGET	

Identifying top priorities

Once you've set your budget, it's important to identify your top priorities. What aspects of your wedding are most important to you? Is it the venue, the food, the decor, or something else?

Make a list of your top priorities and allocate the bulk of your budget to these areas. This will help you ensure that the most important aspects of your wedding are perfect, while also allowing you to save money in less important areas.



Allocating funds for different aspects of the wedding

With your top priorities identified, it's time to allocate funds to different aspects of your wedding. Consider how much you're willing to spend on each category, such as the venue, catering, photography, attire, and decor. Be sure to include any additional expenses, such as transportation or accommodations for out-of-town guests. This will help you stay organized and ensure you're not overspending in any area.

Venue rental and fees	
Catering and food costs	
Wedding attire, including the bride's dress and the groom's suit	
Wedding party attire, including bridesmaid dresses and groomsmen suits	
Wedding rings	
Photographer and videographer fees	
Decor and flowers	
Wedding Cake	
DJ or live music entertainment	
Wedding favors or gifts for guests	
Transportation costs, such as limousine or shuttle rentals	
Hair and makeup for the bride and wedding party	
Officiant fees	
Invitations and other stationery	
Wedding planner or coordinator fees	
Venue and vendor tips or gratuities	
Accommodations for out-of-town guests	
Wedding insurance	
Post-wedding expenses such as thank-you notes and cleaning fees	

PART 3

Venue



Your dream venue

Choosing the right venue for your wedding is a key decision in the planning process. Before you start researching venues, determine what type of venue you desire.

ANSWER THE FOLLOWING QUESTIONS TO GET CLOSER TO YOUR DREAM VENUE:

What type of atmosphere do I want for my wedding? Do I want a rustic, outdoor vibe or a more formal, traditional setting?	
How many guests do I plan to invite? Do I need a large venue to accommodate all of my guests, or is a more intimate setting preferable?	
What type of activities do I want to include in my wedding? Do I need a venue with space for dancing, live music, or other entertainment?	
What type of activities do I want to include in my wedding? Do I need a venue with space for dancing, live music, or other entertainment?	
What is my budget for the venue? Should I consider more affordable options, or is my budget flexible enough for a more luxurious venue?	



Managing vendor contracts and logistics for the venue

Once you've booked the venue, it's time to start managing vendor contracts and logistics. Work with the venue to coordinate delivery times for vendors and to arrange any necessary setup or cleanup. Ensure that you have all necessary permits and insurance in place. Keep track of all contracts and payments related to the venue, and communicate any changes or updates to the venue staff.

VENUE LOGISTICS CHECKLIST:

- Venue layout: Determine the layout of the venue, including where the ceremony and reception will be held, where guests will enter and exit, and where any other important areas (like the bar or dance floor) will be located.
- Rental items: Coordinate any rental items you may need with the venue, such as tables, chairs, linens, and dinnerware.
- Catering: If the venue has a catering service, work with the venue to select a menu and arrange for any special dietary needs or requests.
- Outside vendors: If you're working with outside vendors for catering, photography, or other services, make sure the venue knows about the vendor's arrival time and any other important logistics.
- Parking: Work with the venue to arrange for parking for your guests, including any valet services or parking permits that may be needed.
- Timeline: Coordinate the timeline of the wedding day with the venue staff, including when vendors will arrive, when guests will be seated, and when various events (like the first dance or cake cutting) will take place.
- Setup and cleanup: Work with the venue to arrange for setup and cleanup of the space before and after the wedding day.
- Lighting and sound: Coordinate any lighting or sound needs with the venue, including any equipment rental or setup that may be needed.
- Decorations: Discuss any decorations or special details that you want to include in the venue, and coordinate setup and removal of these items with the venue staff.
- Guest accommodations: If the venue has on-site accommodations for guests, coordinate any reservations or special requests with the venue.

VENUE LAYOUT CHECKLIST

Ceremony space: Determine the layout and seating arrangement for the ceremony space. Will you have a traditional altar or arch, and where will it be located? Will the seating be arranged in rows or a circular setting?

- Reception space: Determine the layout of the reception space, including the location of tables, chairs, and any other furniture or decor items. Will there be a dance floor, and where will it be located?
- Cocktail hour space: If you're having a cocktail hour, determine the layout of the space and the location of the bar, appetizers, and any other elements.
- Guest entrance and exit: Determine the location of the guest entrance and exit, and ensure that it is easily accessible and well-marked.
- Vendor entrance and exit: Determine the location of the vendor entrance and exit, and ensure that it is clearly marked and easily accessible for deliveries and setup.
- Restrooms: Determine the location of the restrooms, and ensure that they are easily accessible for guests.
- Bridal suite and groom's room: Determine the location of the bridal suite and groom's room, and ensure that they are easily accessible and well-equipped for the wedding party.
- Gift table and guest book: Determine the location of the gift table and guest book, and ensure that they are easily accessible for guests.
- Food and beverage service areas: Determine the location of the food and beverage service areas, and ensure that they are easily accessible for catering staff.
- Lighting and sound equipment: Determine the location of any lighting and sound equipment, and ensure that it is properly installed and functional.





RENTAL ITEM CHECKLIST

- Tables: Determine the number and size of tables needed for your wedding reception, ceremony, and any other events. Consider round or rectangular tables, and whether or not you'll need a sweetheart or head table.
- Chairs: Determine the number and type of chairs needed for your wedding reception, ceremony, and any other events. Consider options such as standard folding chairs, Chiavari chairs, or upholstered chairs.
- Linens: Determine the type and color of linens needed for your wedding reception, ceremony, and any other events. Consider options such as tablecloths, napkins, and chair covers.
- Dinnerware: Determine the type and quantity of dinnerware needed for your wedding reception, including plates, glasses, silverware, and serving dishes.
- Decorations: Determine the type and quantity of decorations needed for your wedding, such as centerpieces, candles, vases, and other decor items.
- Lighting: Determine the type and quantity of lighting needed for your wedding, such as string lights, chandeliers, and uplighting.
- Tents and canopies: Determine if you need to rent a tent or canopy to provide shade or protection from the elements for your wedding ceremony or reception.
- Dance floor: Determine the size and type of dance floor needed for your wedding reception.
- Audiovisual equipment: Determine if you need to rent audiovisual equipment such as a sound system, projector, or screen for your wedding ceremony or reception.
- Lounge furniture: Determine if you want to rent lounge furniture such as couches, chairs, and coffee tables for a cozy seating area at your wedding reception.

CATERING CHECKLIST

- Menu: Select a menu with your catering service that fits your budget, dietary restrictions, and personal preferences.
- Catering staff: Coordinate the number and duties of catering staff needed for your wedding, such as servers, bartenders, and chefs.
- Beverages: Determine the type and quantity of beverages needed for your wedding reception, including alcoholic and non-alcoholic drinks.
- Bar service: Determine if you want a full bar or a limited bar service, and coordinate any additional bartending supplies such as glasses, ice, and mixers.
- Catering equipment: Determine if you need any additional equipment for your catering service, such as chafing dishes, serving utensils, and warming trays.
- Special dietary needs: Coordinate any special dietary needs or requests with your catering service, such as vegetarian or gluten-free options.
- Service schedule: Coordinate the timing of catering service with your wedding schedule, including setup, service, and cleanup.
- Catering contract: Review and sign a contract with your catering service that includes all menu items, pricing, and other details of the service.
- Tasting: Schedule a tasting with your catering service to sample menu items and ensure that everything meets your expectations.
- Additional services: Coordinate any additional catering services you may need, such as a cake-cutting service or late-night snacks.





PARKING CHECKLIST

- Determine the number of parking spaces needed based on the number of guests, vendors, and staff who will be on-site.
- Work with the venue or a parking lot company to arrange for the appropriate number of parking spaces.
- Determine if any special parking permits or passes are needed for your guests, and work with the appropriate authorities to obtain these permits.
- Clearly mark and label all parking areas, and provide clear directions to your guests on how to access the parking areas.
- Coordinate any necessary valet services or attendants to assist with parking and to ensure that parking spaces are utilized efficiently.
- Consider alternative transportation options, such as shuttle buses or rideshare services, to reduce the number of cars and alleviate parking congestion.
- Provide clear instructions and maps to guests in advance so they know where to park and how to access the wedding venue.
- Communicate any changes or updates to the parking arrangements to your guests and vendors in a timely manner.

SET UP CHECKLIST

- Tables and chairs: Ensure that all tables and chairs are set up and arranged according to your layout plan.
- Linens: Ensure all tablecloths, napkins, and other linens are clean, pressed, and properly placed on the tables.
- Place settings: Set out all plates, glasses, silverware, and serving dishes in their proper place settings.
- Decorations: Set up all decorations, such as centerpieces, candles, and other decor items, according to your design plan.
- Lighting and sound equipment: Set up any lighting or sound equipment you will use for your wedding ceremony or reception.
- Food and beverage stations: Set up all food and beverage stations, such as the bar, buffet, or cake table, according to your design plan.
- Ceremony items: Set up any items you will for your wedding ceremonies, such as the altar, aisle runner, and seating arrangements.
- Signage: Set up signs or directional markers to help guide guests to their seats or important areas, such as the restrooms or gift tables.
- Lounge furniture: Set up any lounge furniture that you have rented, such as couches, chairs, and coffee tables, for a comfortable seating area.
- Bridal suite and groom's room: Make sure the bridal suite and groom's room are properly set up with everything the wedding party needs, such as mirrors, seating, and refreshments.





CLEAN UP CHECKLIST

- Remove all decorations: Take down and remove all decorations, including centerpieces, candles, and any other decor items.
- Clean up food and beverage stations: Remove any remaining food or beverages and clean up any spills or messes.
- Remove tables and chairs: Take down and remove all tables and chairs, and properly store them according to rental company or venue instructions.
- Remove linens: Remove all tablecloths, napkins, and other linens, and properly store them according to rental company or venue instructions.
- Clean up trash and litter: Remove any trash and litter from the ceremony and reception areas, and properly dispose of it.
- Remove any rented equipment: Remove any rented equipment, such as audiovisual equipment, lighting, or tents, and properly store them according to rental company or venue instructions.
- Clean up bridal suite and groom's room: Ensure that the bridal suite and groom's room are properly cleaned up and that all personal belongings are removed.
- Communicate any changes or updates to the parking arrangements to your guests and vendors in a timely manner.
- Return any borrowed items: Return any items borrowed from family or friends, such as a cake knife or guest book.
- Check for lost and found items: Check for any lost and found items and arrange for their return to their rightful owner.
- Thank your vendors: Send a thank you note or email to your vendors to express your appreciation for their services.

PART 4

Vendors



Identifying Necessary Vendors

The first step in selecting vendors for your wedding is identifying which vendors you'll need. Typical wedding vendors include caterers, photographers, florists, wedding planners, musicians, DJs, and more. Determine which vendors are necessary for your wedding based on your budget and wedding vision.

CHECK WHICH VENDORS YOU'LL NEED

- Wedding planner/coordinator _____
- Caterer _____
- Baker/cake designer _____
- Florist _____
- Photographer _____
- Videographer _____
- Musicians/DJ/band _____
- Officiant _____
- Hair stylist _____
- Makeup artist _____
- Transportation provider (limo, bus, etc.) _____
- Wedding dress/tuxedo provider _____
- Stationery provider (invitations, programs, etc.) _____
- Rentals provider (tables, chairs, linens, etc.) _____
- Lighting provider _____
- Audiovisual equipment provider _____
- Photo booth provider _____
- Live event painter _____
- Calligrapher _____
- Favors provider _____
- Wedding website provider _____
- Accommodations provider (hotel, Airbnb, etc.) _____
- Travel agent (for honeymoon planning) _____
- Jewelry provider _____
- Wedding insurance provider _____

Negotiating Contract & Booking Vendors

Once you've found the right vendor, negotiate the contract and book their services. Make sure the contract includes all the necessary details, such as the date, time, and location of the wedding, and the services provided. Review the terms and conditions of the contract and ask any questions you may have before signing.

CHECKLIST

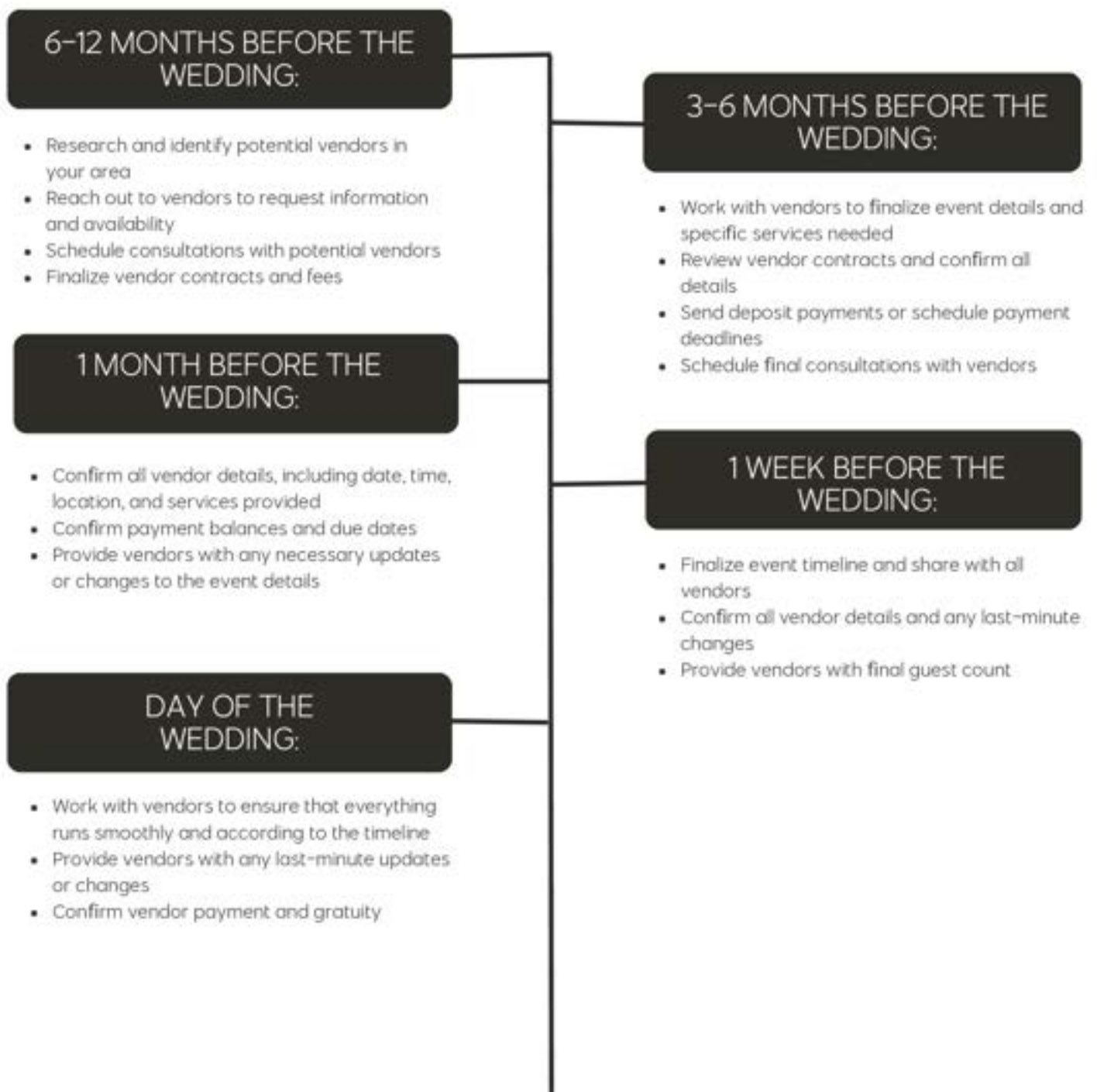
- Services Provided: What specific services are included in the contract? Are there any additional services that can be added?
- Fees: What are the fees for the services provided? Are there any additional fees such as travel or overtime fees?
- Payment Schedule: What is the payment schedule for the services provided? Is there a deposit required to secure the date? When is the balance due?
- Cancellation Policy: What is the cancellation policy if you need to cancel the services? Will you receive a refund?
- Rescheduling Policy: What is the policy if you need to reschedule the services due to unforeseen circumstances, such as illness or weather-related issues?
- Deliverables: What specific deliverables are included in the contract? What is the timeline for delivery?
- Liability: Does the vendor have liability insurance? Who is responsible for any damages or accidents that may occur during the services?
- Performance: What is the vendor's policy for no-shows or late arrivals? What is their policy if they are unable to perform their services due to unforeseen circumstances?
- Changes: What is the process for making changes to the contract, such as adding or removing services?
- Contact Information: Who should you contact in case of any questions or issues with the services provided? What is the best method of contact?



MANAGING VENDOR RELATIONSHIPS AND PAYMENTS

After you've booked your vendors, it's important to manage the relationships and ensure that they deliver on their services. Communicate clearly with your vendors and provide them with all necessary information, such as timelines and event details. Manage payments according to the contract terms, and keep track of any deposits or balances due.

COMMUNICATION TIMELINE



PART 5

Guest List & Invitations



Designing & Ordering Invitations

Once you have determined your guest list, it's time to design and order your wedding invitations. Choose a design that fits your wedding style and theme, and include all necessary details such as the date, time, and location of the wedding. Be sure to proofread the invitations carefully before printing to ensure that all information is correct.

INVITATION TEMPLATE



Wedding Invitation Timeline

6-8 MONTHS BEFORE THE WEDDING:

- Determine the date, time, and location of the wedding
- Choose a wedding invitation design that fits your wedding style and theme
- Order wedding invitations and envelopes
- Consider ordering save-the-date cards to send out before the invitations
- Create a guest list and determine the number of invitations needed
- Decide on the wording and formatting of the invitation
- Include any additional enclosure cards, such as directions or lodging information

2-4 MONTHS BEFORE THE WEDDING:

- Follow up with any guests who have not yet responded to the invitation
- Finalize the seating chart and table assignments based on RSVP responses
- Provide any necessary information to the venue, caterer, and wedding planner regarding the guest count

4-6 MONTHS BEFORE THE WEDDING:

- Address and assemble the invitations
- Print postage and make sure each envelope is properly stamped
- Purchase and assemble any additional enclosure cards
- Review the wording and formatting of the invitation to ensure accuracy
- Double-check the guest list to ensure all necessary invitations have been sent

1 MONTH BEFORE THE WEDDING:

- Review the final guest count and make any necessary adjustments
- Make sure all RSVPs have been received and follow up with any outstanding responses
- Confirm that all invitations have been delivered and address any issues with the postal service

Managing Seating Arrangements

Once the invitations have been sent, it's important to track RSVPs and manage seating arrangements. Keep a record of all RSVPs and follow up with guests who have not responded. Use this information to create a seating chart and table assignments, and communicate this information to your caterer, venue, and wedding planner.

TIMELINE

1-2 MONTHS BEFORE THE WEDDING:

- Finalize the guest list and obtain any necessary RSVP responses
- Work with the caterer or venue to determine the layout of the reception space and the number of tables needed
- Create a list of all guests and their meal preferences, if applicable
- Decide on the type of seating arrangements you would like, such as assigned seating or open seating

1 WEEK BEFORE THE WEDDING:

- Finalize the seating chart and table assignments
- Share the seating chart with the venue, caterer, and wedding planner
- Provide any necessary information about guests to the venue or caterer, such as meal preferences or special needs
- Print out place cards or escort cards for each guest and assign each to their seat

2-3 WEEKS BEFORE THE WEDDING:

- Begin creating the seating chart and table assignments
- Group guests together by family, friends, or common interests
- Consider any special needs of guests, such as dietary restrictions or mobility issues
- Label each table and create table numbers or names
- Consider providing a seating chart display for guests to view upon entering the reception space

DAY OF THE WEDDING:

- Set up the place cards or escort cards on the tables
- Provide the venue or caterer with the final guest count and any last-minute changes to the seating chart
- Coordinate with the venue or wedding planner to make any necessary adjustments to the seating arrangements, such as adding or removing chairs

Coordinating Transportation & Accommodations for Guest

For guests who are traveling from out of town, it's important to coordinate transportation and accommodations. Consider booking a block of hotel rooms for your guests and arrange for transportation to and from the wedding venue. Provide guests with information on local attractions and activities to make their stay more enjoyable.

MAKE SURE TO PAY ATTENTION TO THE FOLLOWING DETAILS:

GUEST INFORMATION

- Name of guest(s)
- Number of guests in party
- Phone number and email address
- Arrival and departure date and time

TRANSPORTATION

- Mode of transportation (e.g. flight, car rental, etc.)
- Arrival and departure transportation details (e.g. flight number, pick-up location, etc.)
- Special transportation needs (e.g. accessibility needs)
- Transportation contact information (e.g. phone number or email address)

ACCOMMODATIONS

- Name and location of hotel or lodging
- Reservation confirmation number
- Room type and number of beds
- Check-in and check-out date and time
- Special accommodation needs (e.g. accessibility needs)
- Accommodation contact information (e.g. phone number or email address)

LOCAL ATTRACTION & ACTIVITIES

- List of recommended local attractions and activities
- Address, phone number, and website of each attraction/activity
- Brief description of each attraction/activity
- Transportation information to get to each attraction/activity

PART 6

Wedding Party & Attire



Selecting & Coordinating the Wedding Party

Selecting and coordinating the wedding party is an important part of wedding planning. Choose individuals who are special to you and who will be able to support you throughout the planning process and on your wedding day. Once you have chosen your wedding party, communicate with them regularly to ensure that everyone is on the same page regarding expectations and responsibilities.

WEDDING PARTY TIMELINE

6-12 MONTHS BEFORE THE WEDDING:

- Decide on the number of individuals you would like in your wedding party
- Consider the roles and responsibilities of each member of the wedding party
- Ask potential members of the wedding party to participate
- Consider scheduling a wedding party get-together to celebrate and discuss expectations

1 MONTH BEFORE THE WEDDING:

- Confirm the attire for the wedding party and ensure that everyone has what they need
- Confirm hair and makeup appointments and make any necessary changes
- Review any last-minute details with the wedding party, such as the timeline for the day-of or any special roles they will play

3-6 MONTHS BEFORE THE WEDDING:

- Select the attire for the wedding party and coordinate fittings
- Schedule hair and makeup appointments for the wedding party
- Work with the wedding party to plan any pre-wedding events, such as a
- bachelor/bachelorette party or a rehearsal dinner
- Communicate regularly with the wedding party to ensure that everyone is on the same page regarding expectations and responsibilities

DAY OF THE WEDDING:

- Ensure that the wedding party has arrived and is ready on time
- Coordinate transportation to and from the wedding venue
- Provide any necessary information or instructions to the wedding party regarding their roles in the ceremony and reception
- Celebrate with your wedding party!

WEDDING PARTY TASKS



Assisting with pre-wedding events, such as the bridal shower or bachelor/bachelorette parties



Helping with wedding planning tasks, such as selecting attire or decorations



Participating in the wedding rehearsal and ceremony



Helping to coordinate transportation and logistics for the wedding day



Making speeches or toasts at the reception



Assisting with on-the-day tasks, such as distributing programs or helping with the guest book



Providing emotional support to the couple throughout the planning process and on the wedding day



CHOOSING ATTIRE FOR THE WEDDING PARTY & COORDINATING FITTINGS

Choosing attire for the wedding party is an important decision that should be made early in the planning process. Consider the wedding style and theme when choosing dresses or suits for the wedding party. Be sure to coordinate fittings and alterations to ensure that everyone looks their best on the wedding day.

VISION BOARD

- Gather Inspiration:** Collect images from wedding magazines, Pinterest, Instagram, or other sources that inspire you. Save the images to your computer or phone so that you can easily access them while working on your planner.
- Print Images:** Print out the images you have gathered in a size that fits your planner. You can use your home printer or print the images at a print shop.
- Glue or Tape Images:** Glue or tape the printed images onto the designated pages in your planner. Consider organizing the images by categories, such as dress styles, makeup looks, and hairstyles.
- Personalize Your Vision Board:** Add personal touches to your vision board by including quotes, monograms, or other elements that represent your style or personality.
- Edit Your Board:** Step back and take a look at your vision board as a whole. Edit your board as needed by removing images that don't fit or adding in new ones that better represent your vision.
- Refine Your Style:** Use your vision board as a reference point when selecting your wedding dress, accessories, hair, and makeup. Refine your style based on the elements you included on your vision board and make sure they work together as a cohesive look.



DRESSES

HAIRSTYLES

MAKEUP

ACCESSORIES

Finding your Perfect Dress

Selecting and coordinating the wedding party is an important part of wedding planning. Choose individuals who are special to you and who will be able to support you throughout the planning process and on your wedding day. Once you have chosen your wedding party, communicate with them regularly to ensure that everyone is on the same page regarding expectations and responsibilities.

RESEARCH

- Look through bridal magazines and online sources for inspiration and styles that you like.
- Consider the formality of your wedding and the season.
- Research bridal boutiques and stores in your area.

MAKE APPOINTMENTS

- Call or email bridal shops to set up appointments for trying on dresses.
- Schedule appointments for weekdays or early on weekends to avoid crowds.
- Be sure to allow enough time before the wedding for ordering and alterations.

HAVE A BUDGET

- Determine your budget before you start shopping.
- Be clear about your budget when making appointments and trying on dresses.
- Be sure to factor in the cost of alterations and accessories.

CONSIDER ALTERATIONS

- Be prepared to have the dress altered to fit you perfectly.
- Ask the bridal shop staff about their alteration services or recommended tailors.
- Plan enough time for alterations to be completed before the wedding day.



BRING THE RIGHT PEOPLE

- Decide who you want to bring with you when you try on dresses.
- Bring people who are supportive and whose opinions you trust.
- Limit the number of people to avoid confusion and conflicting opinions.

BE OPEN-MINDED

- Try on a variety of styles, even ones you may not think you'll like.
- Take the advice of the bridal shop staff and your trusted companions.
- Remember that what looks good on a hanger may not look good on you.

MAKE THE FINAL DECISION

- Take your time and don't rush your decision.
- Consider how you feel in the dress and how it makes you look.
- Be sure the dress fits the formality and season of your wedding.

Arranging Hair & Makeup Appointments

Hair and makeup are important aspects of the wedding day for both the bride and the wedding party. Schedule appointments with a hair and makeup artist well in advance to ensure availability. Communicate any preferences or special requests to the hair and makeup artist.

- Research hair and makeup artists in your area and read reviews
- Schedule consultations with potential artists to discuss your vision and preferences
- Decide on your desired hair and makeup styles
- Book your hair and makeup artists for your wedding day and schedule hair and makeup trials
- Schedule a hair and makeup trial with your chosen artists to ensure that your desired styles are achieved
- Bring photos of your desired hair and makeup styles to the trial appointments
- Make sure to communicate any preferences or special requests to the artists
- Decide on any hair or makeup accessories, such as a veil or hair clip
- Confirm the details of your hair and makeup appointments, including the date, time, and location, one week before the wedding
- Do any necessary hair or skincare treatments in preparation for the big day, such as a facial or hair trim, one week before the wedding
- Make sure to bring any necessary hair or makeup accessories to the appointments on the wedding day
- Arrive on time to your hair and makeup appointments on the wedding day
- Bring photos of your desired hair and makeup styles and any necessary accessories to the appointments
- Communicate any last-minute changes or preferences to the artists on the wedding day
- Relax and enjoy the process of getting ready for your special day



Styling Checklist for your big day

Hair and makeup are important aspects of the wedding day for both the bride and the wedding party. Schedule appointments with a hair and makeup artist well in advance to ensure availability. Communicate any preferences or special requests to the hair and makeup artist.

CLOTHING AND ACCESSORIES

- Wedding Dress/Suit
- Veil/Headpiece
- Shoes (For the ceremony and more comfortable ones for later)
- Undergarments (bra, panties, shapewear, etc.)
- Jewelry (earrings, necklace, bracelets, etc.)
- Cufflinks/Tie Clip
- Handbag/Clutch
- Garter
- Robe or Cover-Up

HAIR AND MAKEUP

- Hair Styling Tools (hair dryer, curling iron, straightener)
- Hair Products (hair spray, mousse, heat protectant, etc.)
- Bobby Pins/Hair Ties
- Makeup Products (foundation, concealer, blush, eyeshadow, lipstick, etc.)
- Makeup Brushes
- False Eyelashes
- Makeup Remover
- Cotton Swabs

OTHER ESSENTIALS

- Phone Charger
- Snacks and Water
- Tissues
- Sewing Kit (needle, thread, safety pins, etc.)
- Lint Roller
- Perfume/Cologne
- Sunscreen
- Deodorant
- Toothbrush and Toothpaste
- Mouthwash
- Advil or other pain relievers
- Timeline and Miscellaneous

PART 7

Decor & Details



DEVELOPING A THEME OR STYLE FOR THE WEDDING

When planning your wedding, it's important to determine the overall theme or style that you want to achieve. This will help you make decisions on everything from decor to attire to music. Consider your personal style, the season and location of your wedding, and any cultural or religious traditions that you would like to incorporate.

VISION BOARD

Use the following spaces to create vision boards for each space that needs decoration and details on your wedding.

- Gather Inspiration:** Collect images from wedding magazines, Pinterest, Instagram, or other sources that inspire you. Save the images to your computer or phone so that you can easily access them while working on your planner.
- Print Images:** Print out the images you have gathered in a size that fits your planner. You can use your home printer or print the images at a print shop.
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- Edit Your Board:** Step back and take a look at your vision board as a whole. Edit your board as needed by removing images that don't fit or adding new ones that better represent your vision.
- Refine Your Style:** Use your vision board as a reference point when selecting your decoration and details for your wedding, and make sure they work together as a cohesive decoration.



Ceremony Space: This can include the altar or arch, aisle markers, seating arrangements, and other decorative elements such as flowers or lighting.

Guest Tables: These are the tables where your guests will sit during the reception. Decorative elements can include centerpieces, table runners, tablecloths, napkins, place settings, and other decorative elements.

Reception Space: This can include table settings, centerpieces, lighting, linens, chairs, and other decorative elements such as backdrops, signage, and photo displays.

Buffet Tables: If you are having a buffet-style reception, consider decorating the buffet tables with floral arrangements, candles, and other decorative elements.

Bar: If you are serving alcohol at your wedding, consider decorating the bar area with a backdrop, lighting, or other decorative elements.

Lounge Areas: If your venue has a lounge area, consider adding comfortable seating, pillows, and decorative elements to create a cozy atmosphere for guests.

Choosing Decor & Rental Items

Once you have determined the theme or style for your wedding, it's time to choose the decor and rental items that will bring your vision to life. This may include items such as centerpieces, linens, lighting, furniture, and more. When choosing these items, make sure to consider your budget, the size of your venue, and the overall aesthetic that you are trying to achieve.

FLOWERS: Before the Wedding

- Determine your budget for flowers
- Find and book a florist
- Research and decide on the types of flowers and arrangements you want
- Schedule a consultation with your florist
- Discuss your color palette and overall style with your florist
- Decide on which floral arrangements you will need, such as bouquets, boutonnieres, and centerpieces

- Ask your florist about in-season flowers to save money
- Make a list of the important people who will need flowers, such as the wedding party, parents, and grandparents

- Determine any other areas of your wedding where you would like to have flowers, such as the ceremony and reception spaces

TYPE OF FLOWERS AND ARRANGEMENTS

- Bridal bouquet
- Bridesmaid bouquets
- Boutonnieres for groom, groomsmen, and other special guests
- Corsages for mothers and grandmothers
- Flower girl basket and petals
- Ceremony arrangements, such as an altar or archway decor
- Reception centerpieces
- Buffet or dessert table arrangements
- Chair and aisle markers
- Petals for flower girl and aisle decoration

DAY-OF

- Ensure that the flowers arrive at the designated time and location
- Ensure that the wedding party has their bouquets and boutonnieres
- Ensure that ceremony and reception arrangements are in place and look as expected
- Have backup vases or arrangements on standby in case of any mishaps
- Have someone designated to transport the flowers to the reception after the ceremony

FLOWERS: After the Wedding

- Donate or give away any leftover flowers to nursing homes, hospitals, or other charitable organization
- Preserve your bouquet by having it professionally dried or pressed
- Send a thank-you note to your florist for their services.

LIGHTING: Before the Wedding

- Determine your budget for lighting
- Research and decide on the types of lighting you want, such as string lights, chandeliers, and candles
- Schedule a consultation with a lighting vendor or discuss lighting options with your venue
- Discuss your vision and color palette with your vendor
- Decide on which areas you want to light, such as the reception space, dance floor, and ceremony area
- Consider the ambiance you want to create, such as romantic, rustic, or whimsical
- Determine if additional power sources will be required

TYPES OF LIGHTING

- String lights or bistro lights
- Chandeliers
- Uplighting
- Spotlights
- Candles
- Lanterns
- Monogrammed or custom lighting designs
- Fireworks or sparklers for outdoor venues

DAY-OF

- Ensure that the lighting is set up according to your preferences
- Ensure that the lighting is turned on at the designated time
- Ensure that there are no hazards, such as exposed cords or flammable materials near the lighting
- Have backup lighting on standby in case of any mishaps
- Have someone designated to monitor the lighting and troubleshoot any issues

LIGHTING: After the Wedding

- Coordinate with the vendor or venue to have the lighting taken down and removed
- If using candles, ensure that they are properly extinguished and disposed of
- Thank your vendor or venue for their services.

LINENS: Before the Wedding

- Determine your budget for linens
- Research and decide on the types of linens you want, such as tablecloths, napkins, and chair covers
- Schedule a consultation with a linen vendor or discuss linen options with your venue
- Discuss your vision and color palette with your vendor
- Decide on which areas you want to use linens, such as reception tables, cocktail tables, and chairs
- Consider the textures and patterns that will work best with your theme
- Determine if you will need to rent any specialty items, such as table runners or chair sashes

TYPES OF LINENS

- Tablecloths
- Napkins
- Chair Covers
- Table Runners
- Chair Sashes
- Specialty linens, such as sequined or textured fabrics

DAY-OF

- Ensure that the linens are set up according to your preferences
- Ensure that the linens are clean and pressed
- Ensure that there are no stains or damages on the linens
- Have backup linens on standby in case of any mishaps
- Have someone designated to monitor the linens and replace any that become soiled or damaged

LIGHTING: After the Wedding

- Coordinate with the vendor or venue to have the lighting taken down and removed
- If using candles, ensure that they are properly extinguished and disposed of
- Thank your vendor or venue for their services.

LINENS: After the Wedding

- Coordinate with the vendor or venue to have the linens taken down and removed
- Ensure that any linens you rented are returned on time and in good condition to avoid additional fees
- Thank your vendor or venue for their services.

RENTAL ITEMS: Before the Wedding

- Determine your budget for rental items
- Research and decide on the types of rental items you want, such as furniture, drapery, and decor
- Schedule a consultation with a rental vendor or discuss rental options with your venue
- Discuss your vision and color palette with your vendor
- Decide on which areas you want to use rental items, such as the ceremony area, reception space, and lounge areas
- Consider the textures and materials that will work best with your theme
- Determine if you will need any specialty items, such as a photo booth or dessert table

TYPES OF RENTAL ITEMS

- Furniture, such as tables, chairs, and lounge seating
- Decor, such as vases, candles, and table numbers
- Drapery, such as backdrops or ceiling draping
- Lighting, such as string lights or chandeliers
- Specialty items, such as a photo booth or dance floor

DAY-OF

- Ensure that the rental items are set up according to your preferences
- Ensure that the rental items are clean and in good condition
- Ensure that there are no damages or missing items
- Have backup rental items on standby in case of any mishaps
- Have someone designated to monitor the rental items and address any issues that may arise

RENTAL ITEMS: After the Wedding

- Coordinate with the vendor or venue to have the rental items taken down and removed
- Ensure that any rental items you rented are returned on time and in good condition to avoid additional fees
- Thank your vendor or venue for their services.

STATIONERY: Before the Wedding

- Determine your budget for stationery
- Decide on the types of stationery you will need, such as invitations, save-the-dates, programs, menus, and place cards
- Research different styles and designs to determine your preferences
- Consider purchasing pre-made templates from online marketplaces, such as Etsy, or using online design tools, such as Canva, to create your own unique designs
- Schedule a consultation with a stationery vendor or designer, if desired
- Order samples to ensure that you are happy with the quality and design of the stationery
- Gather all of the necessary information, such as guest names and meal choices, to include on your stationery
- Set a deadline for sending out your stationery to ensure that it arrives in a timely manner

TYPES OF STATIONERY

- Invitations
- save-the-Dates
- Programs
- Menus
- Place Cards
- Thank You Cards

DAY-OF

- Ensure that the linens are set up according to your preferences
- Ensure that the linens are clean and pressed
- Ensure that there are no stains or damages on the linens
- Have backup linens on standby in case of any mishaps
- Have someone designated to monitor the linens and replace any that become soiled or damaged

LIGHTING: After the Wedding

- Ensure that all of the stationery items are set up according to your preferences
- Ensure that there are enough copies for each guest, with extras available in case of any last-minute additions
- Have someone designated to distribute the stationery items to the appropriate guests

STATIONERY: After the Wedding

- Send out thank-you cards within a few weeks of the wedding
- Consider preserving some of the stationery items, such as the invitations, as keepsakes
- Thank your vendor or designer for their services.

PART 8

Ceremony & Reception



Planning the ceremony and reception timeline

Hair and makeup are important aspects of the wedding day for both the bride and the wedding party. Schedule appointments with a hair and makeup artist well in advance to ensure availability. Communicate any preferences or special requests to the hair and makeup artist.

- Hair and makeup: Schedule hair and makeup appointments for yourself and your bridal party, allowing plenty of time for everyone to get ready.
- Getting dressed: Allow plenty of time for getting dressed, including any necessary steaming or pressing of clothing.
- First look/bridal portraits: If you are planning a first look, schedule this before the ceremony so that you can capture the moment and take bridal portraits.
- Ceremony: Make sure that all vendors are on time and set up for the ceremony. Follow the timeline for the ceremony, including any readings, music, or rituals.
- Cocktail hour: After the ceremony, allow time for cocktail hour, including any necessary setup for drinks and appetizers.
- Reception: Coordinate with the band or DJ for any announcements or special dances, and make sure the timeline is followed for dinner, toasts, and dancing.
- Dinner service: Make sure that the dinner service is executed smoothly, with guests served their meals in a timely manner.
- Cake cutting: Coordinate with the venue and photographer for the cake cutting, making sure that the cake is presented and cut in a way that fits your vision.
- Late-night snacks: Consider offering late-night snacks for guests to keep the energy going on the dance floor.
- Final send-off: Coordinate with the venue and transportation to ensure a smooth and timely send-off for you and your guests.



Finding the Right Officiant for Your Ceremony

Your wedding ceremony is a meaningful and important part of your big day, and choosing the right officiant is key to creating a ceremony that reflects your values, beliefs, and personalities. Here are some tips for finding the right officiant for your ceremony:

- Determine Your Needs and Preferences:** Before you begin your search for an officiant, consider your needs and preferences for the ceremony. For example, do you want a religious or non-religious ceremony? Are there any specific traditions or rituals you want to include in the ceremony? Do you have a preferred language for the ceremony? Knowing your needs and preferences will help you narrow down your search for an officiant.
- Ask for Referrals:** Ask family and friends for referrals to officiants they have worked with in the past or have heard good things about. You can also ask your wedding planner or venue coordinator for recommendations.
- Do Your Research:** Once you have a list of potential officiants, do some research to learn more about them. Check their websites, social media pages, and reviews on sites like WeddingWire or The Knot. Look for officiants who align with your needs and preferences for the ceremony.
- Schedule Interviews:** Once you have narrowed down your list, schedule interviews with each officiant to learn more about their services and approach to the ceremony. Ask questions about their experience, their philosophy on marriage and ceremonies, and how they work with couples to create a personalized ceremony.
- Make Your Choice:** After you have interviewed each officiant, take some time to reflect on your options and make your choice. Consider factors like their availability, their fees, and your personal connection with them.



Choosing music and readings for the ceremony

Your wedding ceremony is a meaningful and important part of your big day, and choosing the right officiant is key to creating a ceremony that reflects your values, beliefs, and personalities. Here are some tips for finding the right officiant for your ceremony:

- Determine if you want live music or recorded music for the ceremony
- Choose music for the prelude, processional, recessional, and any special moments during the ceremony
- Decide on readings or other special performances that will be included in the ceremony
- Discuss music and reading options with your officiant and/or musicians
- Provide a copy of the music selections and readings to your musicians, officiant, and/or wedding planner to ensure everyone is on the same page



Picking the Right Band or DJ for your Wedding

Your wedding reception is a time to celebrate with your loved ones, and the music you choose can set the tone for the entire party. Here are some tips for choosing the right band or DJ for your wedding:

- Determine Your Needs and Preferences:** Before you begin your search for a band or DJ, consider your needs and preferences for the music at your reception. Do you want a live band or a DJ? Are there specific songs or genres you want to include or avoid? Knowing your needs and preferences will help you narrow down your search.
- Ask for Referrals:** Ask family and friends for referrals to bands or DJs they have worked with in the past or have heard good things about. You can also ask your wedding planner or venue coordinator for recommendations.
- Do Your Research:** Once you have a list of potential bands or DJs, do some research to learn more about them. Check their websites, social media pages, and reviews on sites like WeddingWire or The Knot. Look for bands or DJs who align with your needs and preferences for the music.
- Listen to Samples:** Many bands and DJs have samples of their music available on their website or social media pages. Take some time to listen to their music and get a feel for their style and sound.
- Schedule Meetings:** Once you have narrowed down your list, schedule meetings with each band or DJ to learn more about their services and approach to the music. Ask questions about their experience, their equipment, and how they work with couples to create a personalized playlist.
- Make Your Choice:** After you have met with each band or DJ, take some time to reflect on your options and make your choice. Consider factors like their availability, their fees, and your personal connection with them.



MUSIC PITFALLS TO AVOID

The right music can make or break your wedding. Here are 10 music pitfalls to avoid when choosing the music for your wedding:



Not considering the preferences of your guests. While it's important to choose music that you and your partner enjoy, you should also consider the preferences of your guests to ensure they have a good time.



Not providing a variety of music. A diverse playlist that includes a mix of genres and eras can help ensure that all of your guests enjoy the music and stay on the dance floor.



Choosing music that is too loud or too soft. The volume of the music is important to consider, as it can impact the atmosphere of your reception.



Not communicating your music preferences to your DJ or band. Make sure to communicate your music preferences and any songs you want to include or avoid to your DJ or band ahead of time.



Overloading your playlist with slow songs. While slow songs can be romantic, too many of them can dampen the energy of your reception and clear the dance floor.



Not considering the acoustics of your venue. The acoustics of your venue can impact the sound quality of the music, so make sure to consider this when choosing your band or DJ.



Choosing inappropriate songs. Make sure to choose songs that are appropriate for your wedding and your guests. Avoid any songs with explicit lyrics or offensive content.



Not having a backup plan. In case of technical difficulties or other issues, it's important to have a backup plan in place so that the music can continue seamlessly.



Not providing your band or DJ with proper equipment. Make sure your band or DJ has access to the proper equipment they need to play music and ensure that it's in good working condition.



Waiting until the last minute to choose your music. Waiting until the last minute to choose your music can lead to added stress and potentially result in an underwhelming music experience for you and your guests. Plan ahead and start making music choices early in the planning process.



Selecting menu items and beverages for the reception

- Determine your budget for food and beverage
- Decide on the type of meal service you want, such as a sit-down dinner, buffet, or stations
- Choose appetizers, entrees, and desserts that fit your taste and budget
- Consider any dietary restrictions or allergies your guests may have
- Decide on the types of beverages you want to serve, such as wine, beer, and/or signature cocktails
- Consider hiring a bartender or beverage service company, if desired
- Provide a copy of the menu and beverage options to your caterer or venue to ensure everyone is on the same page



Coordinating with vendors and managing day-of logistics

- Ensure that all vendors are aware of the timeline and expectations for the ceremony and reception
- Coordinate with vendors to ensure that all items, such as decor and rental items, are set up according to your preferences
- Have a designated person, such as a wedding planner or trusted family member, to oversee the day-of logistics and address any issues that may arise
- Consider hiring a day-of coordinator to help manage the day-of logistics
- Ensure that all necessary equipment, such as sound systems and microphones, are in place and working properly
- Communicate any last-minute changes or issues with vendors and wedding party members to ensure a smooth and successful event



Selecting menu items and beverages for the reception

Choosing the right menu for your wedding reception is an important decision, as it can set the tone for the entire event. Here are some steps to help you choose the perfect menu for your big day:

- Determine Your Budget:** Before you begin planning your menu, it's important to determine your budget. Knowing how much you have to spend will help you narrow down your options and make informed decisions.
- Consider Your Guests:** When choosing menu items, it's important to consider the dietary restrictions and preferences of your guests. Make sure to include vegetarian, vegan, and gluten-free options, as well as options for guests with other dietary needs.
- Choose Your Cuisine:** Consider the theme of your wedding and choose a cuisine that complements it. Whether you choose a formal sit-down dinner, a buffet, or a food station, make sure the cuisine is reflective of your style and tastes.
- Create a Menu Tasting:** Once you have an idea of what you want to serve, schedule a menu tasting with your caterer to sample the dishes and ensure they meet your expectations.
- Select Your Beverages:** In addition to the food, it's important to choose the right beverages for your wedding reception. Whether you opt for a full bar or signature cocktails, make sure to consider the preferences of your guests and choose options that complement your menu.
- Finalize Your Menu:** Once you've made your selections, finalize your menu with your caterer and review the details to ensure everything is accurate and meets your expectations.



MENU MISTAKES TO AVOID

The menu of your wedding is something guests will always remember. Here are the top 10 mistakes to avoid:



Ignoring Dietary Restrictions: It's important to consider any dietary restrictions or allergies that your guests may have when planning the menu. Make sure to include vegetarian, vegan, and gluten-free options, as well as options for guests with other dietary needs.



Not Offering Enough Variety: Make sure your menu offers a variety of options for your guests, including appetizers, entrees, and desserts. A lack of variety can leave guests feeling unfulfilled and unsatisfied.



Overcomplicating the Menu: While you want to offer a variety of options, be careful not to overcomplicate the menu. Keep the dishes simple and focused to avoid confusion and ensure that everything is cooked to perfection.



Not Considering the Time of Day: The time of day can play a big role in the types of dishes you offer. If your wedding is in the morning, consider lighter fare such as pastries and fruit, while a dinner reception may call for heartier dishes.



Forgetting About Presentation: Presentation is everything when it comes to the menu. Make sure your dishes look appetizing and are presented in an attractive manner to enhance the overall dining experience.



Not Offering Enough Food: You don't want your guests to go hungry, so make sure you have enough food to go around. Consider factors such as the length of the reception, the number of guests, and the type of dishes you're serving when planning the quantity of food.



Serving Unfamiliar Foods: While it's great to offer unique and exotic dishes, be careful not to serve foods that your guests may not be familiar with. Stick with dishes that are universally appealing and avoid anything too out of the ordinary.



Skimping on the Bar: The bar is just as important as the menu, so make sure you have enough drinks to go around. Consider offering a variety of beer, wine, and spirits to cater to all tastes.



Not Including Dessert: Don't forget about dessert! A sweet treat is the perfect way to cap off a great meal, and it's something that guests will always remember.



Focusing Too Much on Trends: While it's great to be trendy, it's important not to let trends take over your menu. Stick with dishes that are timeless and classic, with just a touch of contemporary flair to keep things interesting.



Planning your Perfect Wedding Cake

Your wedding cake is one of the most important and memorable aspects of your wedding, and it's important to get it just right. Here are some steps and tips to help you plan your perfect wedding cake:

- Choose the right baker: The first step in planning your perfect wedding cake is to choose the right baker. Research local bakers and read reviews to find one that has experience creating beautiful and delicious wedding cakes. Don't be afraid to schedule a tasting to try out different flavors and determine which baker is the best fit for you.
- Determine the style and design: Once you have chosen a baker, work with them to determine the style and design of your cake. Consider the overall style and theme of your wedding, as well as your personal preferences. Do you want a traditional tiered cake or a more modern design? What colors and flavors do you want to incorporate?
- Choose the right size: It's important to choose the right size cake for your wedding. Consider the number of guests you will be having and work with your baker to determine the appropriate cake size. You don't want to end up with too much cake or not enough.
- Select the perfect flavors: Choose flavors that you and your partner love, and that complement your wedding theme and menu. Work with your baker to choose the perfect combination of cake, filling, and frosting to create a delicious and memorable cake.
- Personalize your cake: Consider adding personal touches to your cake, such as a custom cake topper or decoration that reflects your personality or interests. This can add a special and memorable touch to your cake.
- Consider a dessert table: If you want to offer more variety than just cake, consider including a dessert table with a variety of sweet treats. This can include mini cupcakes, macarons, and other treats that complement your cake and wedding theme.

TIPS FOR PLANNING YOUR PERFECT WEDDING CAKE:

- Start planning early to ensure that you have enough time to find the right baker and design the perfect cake.
- Consider having a cake tasting to try out different flavors and determine which baker is the best fit for you.
- Choose flavors and designs that reflect your personal preferences and wedding theme.
- Don't forget to consider dietary restrictions or allergies of your guests when selecting flavors and designs.
- Work with your baker to ensure that your cake is delivered and set up properly on your wedding day.
- Consider having a backup plan in case of any mishaps or issues with the cake.



Hiring a Wedding Photographer:

Your wedding photos will be treasured memories of your special day for years to come, so it's important to choose the right photographer. Here are some steps and tips to help you hire the perfect wedding photographer:

- Research and gather referrals:** The first step in finding the right wedding photographer is to research and gather referrals. Look at online portfolios, read reviews, and ask friends and family members for recommendations. This will give you a good starting point for your search.
- Determine your style:** Wedding photographers have different styles, from traditional posed shots to candid, documentary-style photography. Determine your preferred style and find a photographer that can deliver the look and feel you want for your wedding photos.
- Review portfolios and packages:** Once you have a list of potential photographers, review their portfolios and packages to ensure they are a good fit for your wedding. Look for a photographer with experience shooting weddings similar to yours and a package that fits within your budget.
- Schedule a consultation:** Meet with potential photographers to discuss their style, packages, and pricing. This will give you a chance to see their personality and determine if they are a good fit for your wedding.
- Read and sign a contract:** Once you have chosen a photographer, make sure to read and sign a contract that outlines all of the details and expectations for your wedding day photography. This will ensure that both parties are on the same page and that you have legal protection.
- Communicate with your photographer:** It's important to communicate with your photographer throughout the wedding planning process to ensure that they know what shots you want and what's important to you. This will help them capture the perfect moments and memories of your special day.



TIPS FOR HIRING THE PERFECT WEDDING PHOTOGRAPHER:

- Start your search early to ensure that you have enough time to find the right photographer.
- Look for a photographer with experience shooting weddings similar to yours.
- Make sure to review portfolios and packages to ensure a good fit.
- Schedule a consultation to meet with potential photographers and discuss expectations.
- Read and sign a contract to ensure legal protection and a clear understanding of expectations.
- Communicate with your photographer to ensure that they know what shots you want and what's important to you.



Keep an eye on... Things that are often overlooked

- RSVP tracking:** Make sure to keep track of all guest RSVPs and any dietary restrictions or special requests.
- Vendor confirmations:** Confirm all vendor details and timing a few days before the wedding day to avoid any miscommunications.
- Transportation:** Arrange transportation for you, your wedding party, and any guests who need it in advance.
- Seating chart:** Make sure to create a seating chart for the reception and have it printed and displayed in a prominent location.
- Emergency kit:** Pack an emergency kit with essential items like stain remover, safety pins, and a sewing kit.
- Backup plans:** Have backup plans in place in case of inclement weather or other unexpected issues.
- Timeline review:** Review the wedding day timeline with all vendors to ensure that everyone is on the same page.
- Marriage license:** Make sure to obtain your marriage license in advance and bring it with you to the wedding.
- Signage:** Print and display any necessary signs, such as directions, menu cards, or photo booth instructions.
- Thank you gifts:** Prepare any necessary thank you gifts for your wedding party, parents, or other special guests.
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PART 9

Summaries



50 things needs to be done before your big day:

- Set a wedding budget
- Determine a wedding date
- Choose a wedding venue for the ceremony and reception
- Hire a wedding planner or coordinator
- Decide on a wedding theme or style
- Choose a wedding color scheme
- Create a guest list
- Send out save-the-date cards
- Choose and order invitations and other wedding stationery
- Choose and book wedding vendors (caterer, photographer, videographer, florist, musicians, etc.)
- Select and book a wedding officiant
- Choose the wedding party
- Select attire for the wedding party and schedule fittings
- Plan the wedding ceremony, including music and readings
- Plan the reception, including decor, menu, and music
- Choose a wedding cake or dessert
- Purchase wedding rings
- Obtain a marriage license
- Arrange transportation for the wedding party and guests
- Arrange accommodations for out-of-town guests
- Choose and order wedding favors
- Choose and book a wedding-night hotel room or other accommodations
- Create a wedding website
- Register for wedding gifts
- Attend pre-wedding events, such as bridal showers or bachelor/bachelorette parties
- Schedule hair and makeup trials
- Choose wedding day accessories (veil, jewelry, shoes, etc.)
- Purchase or rent groom and groomsmen attire
- Choose wedding day transportation (limousine, vintage car, etc.)
- Decide on wedding ceremony and reception seating arrangements
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50 things needs to be done before your big day:

- Finalize menu selections with caterer
- Finalize music selections with musicians or DJ
- Finalize floral arrangements with florist
- Order wedding ceremony programs
- Plan rehearsal dinner
- Plan wedding day photography and videography schedule
- Choose a photo and video shot list
- Choose first dance and other special songs
- Prepare any speeches or toasts
- Finalize wedding day timeline and vendor details
- Purchase or rent any necessary decor items (centerpieces, linens, etc.)
- Purchase or rent any necessary rental items (furniture, drapery, etc.)
- Purchase any necessary wedding day emergency items (tissues, mints, etc.)
- Confirm wedding day transportation and accommodations
- Confirm wedding day vendor details and schedule
- Arrange for someone to transport the wedding dress and other important items to the ceremony site
- Prepare and pack for the wedding night and honeymoon
- Hold a wedding rehearsal
- Confirm wedding day details with the wedding party
- Enjoy the big day!



50 things you need to do on your big day:

- Wake up early and eat a nutritious breakfast.
- Take a relaxing shower or bath.
- Get your hair and makeup done.
- Get dressed in your wedding attire.
- Take pre-wedding photos.
- Greet and welcome guests.
- Exchange gifts with your partner.
- Get pre-ceremony photos taken.
- Get in position for the ceremony.
- Walk down the aisle.
- Say your vows and exchange rings.
- Have the first kiss as a married couple.
- Sign the marriage certificate.
- Take post-ceremony photos.
- Greet guests after the ceremony.
- Attend the cocktail hour and mingle with guests.
- Take additional photos with family and friends.
- Be introduced as a couple at the reception.
- Have your first dance.
- Cut the cake.
- Give speeches or toasts.
- Enjoy the meal with guests.
- Talk and dance with guests.
- Toss the bouquet and garter.
- Have the father-daughter dance.
- Have the mother-son dance.
- Dance with the bridal party.
- Take a break to relax and enjoy the moment.
- Make sure guests are enjoying themselves.
- Coordinate with vendors to make sure everything is running smoothly.
- Manage any last-minute issues that arise.
- Make sure the DJ or band is playing the right songs.
- Make sure the photographer is capturing the right moments.



50 things you need to do on your big day:

- Check in with your partner throughout the night.
- Make sure to thank guests for coming
- Take time to sit down and eat.
- Make sure the bar is stocked and the drinks are flowing.
- Dance with your partner and have fun.
- Make sure your partner is comfortable and taken care of.
- Take a moment to step outside and catch your breath.
- Coordinate the cutting and serving of the cake.
- Make sure the photographer gets the shots they need.
- Thank vendors and staff for their services.
- Have a final dance with your partner.
- Say goodbye to guests as they leave.
- Make sure to gather all personal belongings.
- Collect any gifts or cards that were left behind.
- Make sure any rental items are returned.
- Make sure the venue is clean and tidy.
- Head off to your honeymoon!

