

ITEM CHECKLIST

I am so honoured to be a part of your big day!

I have put together a handy checklist to help you plan, but please remember this is just a tool to help make the planning process smoother. Your wedding should be a reflection of you and your partner's personal style and preferences, so don't be afraid to make it your own.

Use the checkboxes to keep track of what you've accomplished, and if there's anything that doesn't apply to your wedding, simply mark it as "NA".

WEDDING PLANNING CHECKLIST

TO PURCHASE / FIND FOR THE WEDDING PARTY

- ☐ Dress
- ☐ Heels
- ☐ Suits
- ☐ Belts
- ☐ Ties
- ☐ Cufflinks
- ☐ Shoes
- ☐ Buttonhole Flowers
- ☐ Corsage for parents
- ☐ Flower Crown for flower children
- ☐ Flower Children Outfits
- ☐ Ring Bearer Outfits

TO PURCHASE / FIND FOR THE COUPLE

- ☐ Rings
- ☐ Dress
- ☐ Heels
- ☐ Jewellery
- ☐ Veil / Headpiece
- ☐ Nude Underwear / Pasties
- ☐ Perfume
- ☐ Suit
- ☐ Belt
- ☐ Tie
- ☐ Tie Clip
- ☐ Pocket Square
- ☐ Watch
- ☐ Cuff Links
- ☐ Shoes
- ☐ Socks
- ☐ Reception Outfit
- ☐ Reception Shoes
- ☐ Shawl

TO PURCHASE / FIND - GENERAL

- ☐ Wedding Invites
- ☐ Confetti or petals from your florist

WEDDING PLANNING CHECKLIST

TO HIRE

- ☐ Wedding Arch Styling
- ☐ Ceremony Seating
If not provided by the venue
- ☐ Reception Tables & Seating
If not provided by the venue
- ☐ Napkins
- ☐ Cutlery
- ☐ Plates
- ☐ Lights for Reception
if outside or in a dark venue
- ☐ Candles
- ☐ Table Cloths
- ☐ Table Decorations

TO BOOK / ORGANISE

- ☐ Photographer
- ☐ Videographer
- ☐ Stylist
- ☐ Wedding Coordinator
- ☐ Makeup & Hair Stylist
- ☐ Celebrant
- ☐ Acoustic Act for Ceremony
- ☐ Reception & Dance floor
DJ / Band
- ☐ MC
- ☐ Guest Transport
- ☐ Wedding Party Transport
- ☐ Nail Parlour Appointment
- ☐ Getting Ready Location/s
- ☐ Ceremony Venue / Location
- ☐ Reception Venue / Location
if different from the ceremony
- ☐ Signage
- ☐ Florist
- ☐ Catering
if not part of the venue service
- ☐ Bar
if not provided by the venue
- ☐ Wedding Cake
- ☐ Photo Booth

TO DO

- ☐ Write Wedding Vows
- ☐ Print Wedding Vows
if written digitally
- ☐ Write Getting Ready Card

CREATE STYLING MOOD BOARDS FOR

- ☐ Ceremony Styling
- ☐ Reception Styling
- ☐ Table Styling
- ☐ Flowers
- ☐ Signage

ITEM CHECKLIST

GETTING READY LOCATION

- ☐ Bluetooth Speaker
for the tunes while you get ready
- ☐ Games
- ☐ Food & Drinks
- ☐ Clothing Iron/s or Steamer
- ☐ Lint Roller
- ☐ Someone to Tie the Ties
- ☐ Hair Dryer

TO TAKE TO THE WEDDING

- ☐ Little Sewing Kit
- ☐ Deodorant
- ☐ Tissues
- ☐ Spare Bobby Pins
- ☐ Comb
- ☐ Hairspray
- ☐ Painkillers
- ☐ Band-aids
- ☐ Floss
- ☐ Safety Pins
- ☐ Lipstick, Gloss and/or Chapstick
- ☐ Shawl
in case you get cold
- ☐ Umbrellas