

PLANNING CHECKLIST

12-9 months

- Decide on a budget
- Draft your wedding guest list
- Decide on a date
- Reserve your venue
- Hire a wedding planner
- Select your wedding party
- Book your photographer
- Book your caterer
- Book your floral designer

9-6 months

- Send out save-the-dates
- Purchase your invitations
- Take your engagement photos
- Buy your dress
- Choose the bridesmaids' dresses
- Create a wedding website
- Reserve a block of hotel rooms for out-of-town guests
- Register at your favorite stores
- Book the officiant
- Finalize your guest list and request addresses
- Start planning your honeymoon
- Reserve any rentals you may need (chairs, tents, linens, etc.)
- Arrange Transportation
- Book your band and DJ
- Go cake tasting & order your cake
- Book your hair stylist & makeup artist

6-3 months

- Book the rehearsal and rehearsal-dinner venues
- Schedule hair and makeup trials
- Choose your processional music and reception playlist
- Go to your first dress fitting, order shoes and undergarments
- Purchase/rent groom's attire
- Book accommodations for your wedding night
- Provide guest lists to maid of honor and best man for bachelor and bachelorette parties and bridal shower
- Finalize the menu, bar, and service details with your caterer or venue
- Print menu cards & programs
- Meet with your florist to finalize the florals
- Purchase your wedding bands
- Finalize the event schedule and day-of timeline
- Order your wedding favors
- Meet with officiant and coordinate readings from friends and family as well as anything else to include in the ceremony
- Make sure groomsmen attire has been purchased/rented

3-0 months

- Send out invitations
- Attend your last dress fitting
- Send out rehearsal-dinner invitations
- Purchase alcohol
- Create your reception seating chart
- Purchase wedding party gifts
- Write vows
- Call guests who have not yet RSVP'd for final head count
- Make seating charts & place cards
- Check on hotel room blocks
- Prepare welcome baskets for out-of-town guests
- Get your marriage license
- Distribute duties & agenda to wedding party
- Outsource day-of tasks to family and friends
- Touch base with all vendors