

It's My Wedding Checklist



THE ENGAGEMENT

- Tell all your family and close friends first
- Announce your engagement to everyone else and, if desired, place announcements in newspaper
- Arrange engagement party

SOON AFTER

- Set the wedding date and time
- Establish who is paying for what and set the budget for the wedding
- Open a separate bank account for your wedding
- Discuss the style of your wedding and reception (religious, secular or a theme)
- Keep a scrap book or diary of ideas and samples
- Set a limit on the size of the reception
- Appoint officiant and book
- Decide on Maid of Honour and bridesmaids
- Decide on Best Man and groomsmen
- Decide where the wedding ceremony is to be held and book
- Write up a guest list and establish numbers
- Select where the reception is to be held and book
- Determine type of entertainment for reception and book
- Book caterers, if required
- Make a list of necessary hire equipment
- Commence shopping for a gown or dressmaker and accessories
- Shop for groom's suit or tailor and accessories
- Look for suits, dresses and accessories for bridal party
- Shop for florist and flowers you want and book
- Decide on transportation (cars, horse and carriage) and book
- Search for a photographer/ videographer that suits your requirement and book
- Plan accommodation for wedding night and book
- Set your honeymoon destination (contact travel agents, etc)
- Organise passports, visas and vaccinations
- Arrange leave from work
- Start to think about ceremonial vows
- Consider pre-marital counselling
- Consider wedding insurance
- Organise travel insurance

6 MONTHS

At the 6-month mark you should have all your major services confirmed, contracts signed, deposits paid and a good idea of what you would like for the rest of your wedding

3-6 MONTHS

- Order wedding stationery
- Select wedding rings
- Choose your MC
- Register with a bridal gift service and select gift choices
- Decide on wedding cake and book
- Innoculations for overseas travel
- Finalise guest list

2 MONTHS

- Give Notice of Intention to Marry - Registration
- Mail wedding invitations and registry lists
- Confirm menu and drinks with reception venue / caterers
- Book accommodation for out of town guests
- Discuss and plan your photographic requirements with your photographer / videographer
- Confirm wedding night accommodation
- Confirm honeymoon
- Select a hairdresser and makeup artist and arrange a trial for 4 weeks from your wedding day
- Start thinking about wedding vows
- Start having regular facials
- Book in for regular hair treatments with your hairdresser

1-2 MONTHS

- Finalise Order of Service booklets if you are having them
- Finalise wording on your ceremonial vows
- Buy a guest book
- Start to prepare your bomboniere
- Make final decisions on all items that need to be ordered and booked if haven't done so already
- Book your hire equipment
- Have fitting for bride, groom and bridal party
- Purchase all your wedding accessories (tiara, veil, necklace, lingerie)
- Consider taking dance lessons

4 WEEKS

- Confirm all bookings and arrangements
- Arrange bucks night
- Arrange hens night/bridal shower
- Have wedding rings engraved
- Have hair and make-up trial
- Buy gifts for Bridesmaids, Groomsmen and Ushers
- Buy gift for fiancé
- Plan seating arrangements for the reception

3 WEEKS

- Make sure everyone in the wedding party is aware of what is required of them
- Select music for the ceremony
- Choose the music for the first dance, father and bride dance etc
- Provide a list of music that you would like/not like to have played
- Ensure that all honeymoon travel documents are in order ie passport, visa, insurance, travellers cheques
- Finalise vows
- Schedule wedding rehearsal
- Wear your wedding shoes in by wearing them around the house

2 WEEKS

- Have bucks night
- Have hens night/bridal shower
- Wedding rehearsal
- Final fitting for bride and groom
- Make sure all wedding attire for bridal party fits properly
- Check that you have all your accessories in order
- Confirm that all legal documents are in order 'marriage licence' etc
- Pack bag/luggage for honeymoon.
- Pick up rings
- Confirm final numbers with reception venue and caterer
- Collect wedding rings
- Confirm MC has his speech finalised
- Final consultations with Officiant, Photographer and Videographer
- Enjoy a massage and take some time to relax
- Write down a schedule for your wedding day, make copies and distribute to bridal party and anyone helping

1 WEEK

- Pick up or arrange delivery for all wedding attire
- Ensure that all in the bridal parties have what they need
- Confirm roles and responsibilities for the day
- Confirm all services are booked and all delivery times are established
- Have your hair coloured
- Pack for your honeymoon and include passports, tickets, etc
- Finalise seating arrangements at reception
- Pack an emergency kit for your wedding day - bandaids, safety pins, tissues, lipply, needle and thread, headache tablets, extra stockings, eye drops, perfume, etc
- Finalise outstanding payments for wedding services
- Have a massage, facial and fake tan
- Organise someone to return all the hire items after the wedding
- Give the reception venue the running order of the day, expected arrival times, etc
- Ensure reception venue / caterer is aware of anyone with special dietary requirements

2 DAYS BEFORE

- Give the emergency kit that you packed to your Maid of Honour to bring on the day
- Touch base with everyone so they are prepared, organised and know the schedule
- Confirm when flowers and cake are arriving
- Confirm hair and makeup
- Clean your engagement ring

THE DAY BEFORE

- Prepare healthy snacks for you and your bridesmaids
- Have a manicure and pedicure (have some touch-up polish on standby)
- Manicures and pedicures for bridesmaids
- Pack last minute items for your wedding night
- Pack last minute items for your honeymoon
- Lay out everything you need for your wedding day including your marriage licence
- Ensure Best Man has rings
- Get a good night's sleep

WEDDING DAY

- **Relax and enjoy your wedding day**

AFTER THE WEDDING

- Name change (driver's license, passport, etc.)
- Organise legal documents - Wills, bank accounts, etc
- Send thank you letters for gifts
- Make an appointment to see the photographer and videographer
- Have wedding dress dry cleaned and preserved
- Have flowers preserved



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