The Ultimate Wedding Planner

12 Months

- [ ] Rough guest list and bridal party selection
- [ ] Work out **budget**
- [ ] Find a wedding planner
- [ ] Venue hunt - Ceremony & Reception
- [ ] Confirm Church
- [ ] Narrow down date (1-3 days)
- [ ] Collect Inspiration - style of wedding
- [ ] Start supplier search
- [ ] Start Wedding File
- [ ] Reserve Photographer & Videographer
- [ ] Book dress appointment

11 Months

- [ ] Finalize date
- [ ] Start booking suppliers
- [ ] Florist appointments
- [ ] Dress searching
- [ ] Honeymoon options
- [ ] Wedding website
- [ ] Finalize guest list
- [ ] Ask bridal party - “will you be my...” gift box

10 Months

- [ ] Gift registry
- [ ] Search for Officiant
- [ ] Start music selection - ceremony & reception
- [ ] Finalize dress & veil
- [ ] Taste cake and catering
- [ ] Look for groom attire
- [ ] Look for party attire
- [ ] Develop Stationary

9 Months

- [ ] Book rehearsal dinner venue
- [ ] Book hair and make up
- [ ] Purchase grooms attire
- [ ] Start alterations
- [ ] Find shoes and accessories
- [ ] Book honeymoon
- [ ] Hire sound and light equipment
- [ ] Send save the date

8 Months

- [ ] Confirm all vendors
- [ ] Purchase wedding party attire
- [ ] Reserve guest accommodation
- [ ] Purchase shoes and accessories
- [ ] Think about party favors

7 Months

- [ ] Edit and proof read invites
- [ ] Purchase stamps and envelopes
- [ ] Book Caterer
- [ ] Book Music and entertainment

6 Months

- [ ] Start other Stationary - menu, seating cards..
- [ ] Think about transport
- [ ] Send invitations

5 Months

- [ ] Book tables and chairs
- [ ] Hire table clothes and chair covers
- [ ] Other extras to hire...

4 Months

- [ ] Double check looks - garter, lingerie etc.
- [ ] Finalize florist
- [ ] Complete favor order
- [ ] Choose wedding rings

3 Months

- [ ] Finalize all the accommodation for guests
- [ ] Finalize the order of service
- [ ] Follow up on RSVP s
- [ ] Finalize ceremony readings
- [ ] Plan party roles - speeches etc.
- [ ] Hair and make up trial

2 Months

- [ ] Finalize all wedding vendors & payment
- [ ] Start thinking vows
- [ ] Start seating plan
- [ ] Finalize guest list

1 Month

- [ ] Finalize seating & table plan
- [ ] Book Spa day
- [ ] Confirm guest number to caterer & florist
- [ ] Communicate arrival time to vendors
- [ ] Final fittings
- [ ] Confirm honeymoon info - flights etc.
- [ ] Order thank you notes
- [ ] Confirm playlist with DJ

2 Weeks

- [ ] Finalize Vows
- [ ] Finalize back up plan (marquee, etc..)
- [ ] Pack for Honeymoon
- [ ] Spa day
- [ ] Finalize payments for vendors
- [ ] Pack wedding bag - rings & licenses
- [ ] Confirm Party roles
- [ ] Send timeline and schedule to vendors

Day Before

- [ ] Final drop offs at venues (if needed)
- [ ] Rehearsal
- [ ] Welcome cocktail & dinner
- [ ] Early to bed

The Big Day

- [ ] Eat a healthy breakfast/ light lunch
- [ ] Rings to best man/ page boy /flower girl
- [ ] Final payments handled by friend
- [ ] Have fun & enjoy !!

Notes

Enjoy your happily ever after!

Love

VB EVENTS