

**WEDDING CHECKLIST**

To help plan your wedding, *Photo-Video-Weddings.com* has made available a free wedding checklist for brides and grooms planning their wedding. Start your wedding planning with an easy-to-use wedding checklist that will keep you organized and on top of things! Print out the wedding checklists and keep it with you for easy reference.

**THE ENGAGEMENT**

Announce your engagement and place announcements in newspaper if desired  
Arrange engagement party

**SOON AFTER**

Set the wedding date  
Establish who is contributing financially and then set the budget for the wedding  
Choose a bridal consultant or wedding coordinator  
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  
Plan the style of the wedding (whether it is religious, secular or a theme)  
Determine type of entertainment for reception and book  
Make a list of necessary hire equipment  
Nominate wedding party  
Commence shopping for a gown or dressmaker and accessories  
Shop for grooms' suit or tailor and accessories  
Look for suits, dresses and accessories for bridal party  
Shop for florist and flowers you want  
Decide on transportation (cars, horse and carriage, limo)  
Search for a photographer/ videographer that suits your requirement  
Plan accommodation for wedding night  
Set your honeymoon destination  
Organize passports, visas and vaccinations  
Arrange leave from work  
Keep a scrap book or diary of ideas and samples (nice to have as a memento)  
Start to think about ceremonial vows

**1-3 MONTHS**

Make appointment with your wedding officiate and complete the "Notice of Intended Marriage" form ASAP  
Finalize wording on your ceremonial vows  
Shop for or design your wedding rings and order  
Design, order or make your wedding invitations  
Buy a guest book  
Finalize your guest list  
Decide upon a gift registry and compile a gift list  
Send your invitations (at least 8 weeks prior)  
Start to prepare your boutonniere  
Choose the style of cake and book decorator  
Make final decisions on all items that need to be ordered and booked  
Book your hire equipment  
Have fitting for bride, groom and bridal party  
Purchase all your wedding accessories  
Book your wedding night  
Finalize and book your honeymoon  
Consider a hairstylist and makeup artist and book appointment  
Consider taking dance lessons

**4 WEEKS**

Arrange bucks night

Arrange hens' night/bridal shower  
Have wedding rings engraved  
Have hair and make-up trial

**3 WEEKS**

Make sure that all in the wedding party are aware of what is required of them  
Select music for the ceremony  
Choose the music for the 'first dance, father and bride dance ect'  
Provide a list of music that you would like/not like to have played  
Ensure that all honeymoon travel documents are in order (i.e. passport, visa, insurance, traveler's checks)

**2 WEEKS**

Have bucks night  
Have hen's 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 license' ect  
Pack bag/luggage for honeymoon  
Pick up rings

**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  
Inform caterer/reception venue of total guest count and seating arrangements  
Confirm all services are booked and all delivery times are established  
Write your speeches

**WEDDING DAY**

Relax and enjoy your wedding day  
Remember to bring rings and marriage license

**AFTER THE WEDDING**

Name change (driver's license, passport, etc.)  
Open joint bank account