



## 12 Month Wedding Checklist

### **8-12 Months before**

- ☐ Select a wedding date
- ☐ Formally announce your engagement and introduce both families
- ☐ Decide whom you would like in your wedding party and ask each person to participate
- ☐ Decide on a wedding budget
- ☐ Hire a wedding planner/coordinator (optional)
- ☐ Purchase bridal magazines and start a "Wedding File". Collect tear sheets of dresses, flowers etc.
- ☐ Start shopping for a wedding dress (must allow time for alterations and fittings)
  - Reminder: Don't forget to bring a pair of stockings, a strapless bra, shoes and a hair clip to each appointment
  - Attend bridal shows
- ☐ Register for wedding gifts
- ☐ Choose an officiate or Clergyman/woman
- ☐ Shop for a videographer and photographer
- ☐ Choose a florist
- ☐ Choose a DJ/Band
- ☐ Purchase a notebook in which to store your wedding information
- ☐ Research locations for ceremony, rehearsal dinner and reception
  - Agree and reserve a wedding location and time
    - ☐ Send deposit
  - Agree and reserve a reception site
    - ☐ Send deposit
- ☐ Choose caterer
- ☐ Determine your wedding theme, style and color scheme
- ☐ Choose a beautiful place for your honeymoon
  - Apply for passports if needed
- ☐ Make a rough-guest list with a maximum number of guests in mind

- ☐ Schedule appointments at Bridal Salon's for you and your wedding party

## **7 Months before**

- ☐ Place your final order for:
  - Wedding Gown
  - Veil
  - Shoes
  - Other
- ☐ Begin shopping for bridesmaids' dresses
- ☐ Interview cake designers, sample cake flavours
  - Select and place an order for your cake
  - Purchase Cake topper
  - Cake Knife

## **6 Months before**

- ☐ Go shopping for invitations, calligraphy & thank you cards
  - Review invitation options
  - Order invitations
  - Purchase thank you cards (useful for engagement and wedding gifts)
- ☐ Fine-tune guest list
- ☐ Place final order for bridesmaids' gowns and any accessories
- ☐ Have the mother-in-laws co-ordinate and select their dresses
- ☐ Reserve any rental equipment that may be needed for the wedding day
 

<ul style="list-style-type: none"> <li>○ Flatware</li> <li>○ Chairs and Covers</li> <li>○ Glassware</li> <li>○ Tents</li> <li>○ Cups, saucers, spoons</li> <li>○ Champagne flutes</li> </ul>	<ul style="list-style-type: none"> <li>○ Serving trays, punch bowls, etc.</li> <li>○ Tables and Linens</li> <li>○ Napkins</li> <li>○ Dinnerware</li> </ul>
--	--
- ☐ Finalize your gift registry (You can request stores send gift cards and not the actual gifts until after the wedding)
- ☐ Book a limousine company for transportation on your wedding day

## **5 Months before**

- ☐ Review and finalize the overall budget
- ☐ Select floral arrangements for:

- Bride's bouquet
- Pew Bows(optional)
- Centerpieces
- Boutonnieres
- Throw away Bouquet
- Head pieces
- Aisle runner
- Alter arrangements
- Corsages
- Bridesmaids Bouquets
- Archway
- ☐ Finalize all decorations
- ☐ Mail any outstanding deposits to vendors
- ☐ Shop for and purchase wedding rings
- ☐ Select the grooms' wedding attire
  - Get tuxedo measurements for all the groomsmen
  - Place order for tuxedo's

#### **4 Months before**

- ☐ Submit menu and beverage selections to the hotel or caterer
- ☐ Begin music selections for the ceremony.
  - Processional song for the groom, parents and attendants
  - Bride-Groom 'First Dance'
  - Recessional song
- ☐ Decide on whom you would like to be the M.C. and verify that they are available and willing
- ☐ Interview and hire any additional management staff and babysitters (optional)
  - Bartenders (if not provided)
  - Servers (if necessary)
- ☐ Purchase Guest book, sign-in pen
- ☐ Purchase a gift for the groom\bride
- ☐ Research and reserve rehearsal dinner location
- ☐ Place your final order for party favours
- ☐ Schedule tests for makeup and hair
- ☐ Meet with the stationer and select and order:
  - Menus
  - table numbers
  - Place cards
  - any other accessories
  - several identical pens for your thank you cards
  - plenty of stamps

- ☐ Finalize the date, time and place of the wedding rehearsal and rehearsal dinner
  - Make a guest list for the rehearsal dinner
- ☐ Attend your first appointment with the wedding officiate to review details for the ceremony
- ☐ Begin putting together a rough schedule for the weekend of the wedding
  - Ceremony
  - Cutting of the cake (optional)
  - Speeches (optional)
  - Bride-groom dance (optional)
  - Etc...
  - Bachelor/Bachelorette Party
  - Gift Opening
- ☐ Select any special readings and choose readers if necessary
- ☐ Begin writing personalized vows, if applicable
- ☐ Finalize all arrangements for makeup, hair, nails, etc.

### **3 Months before**

- ☐ Determine who will be giving speeches at the rehearsal party and the reception
- ☐ Schedule an appointment for a food tasting
- ☐ Set up an appointment to see a sample of your floral centerpieces if applicable
- ☐ Begin writing thank-you notes as wedding gifts arrive. It's easier if you keep them up to date
- ☐ Book and reserve your bridal preparation suite
- ☐ Finalize the date and time of the rehearsal and dinner
- ☐ Finalize your plans for the honeymoon with your travel agent
- ☐ Schedule your first fitting for your wedding gown and your groom's tuxedo or suit.
  - Reminder: Remember to bring your panty-hose, shoes, bra, hair accessories, jewelry, camera and best friend

### **8 Weeks before**

- ☐ Purchase gifts for:
  - Each other (Bride/Groom)
  - Wedding party attendants
  - Your parents and In-laws
- ☐ Order rehearsal dinner invitations
- ☐ Finalize music selections
- ☐ Finalize the ceremony readings and songs to be performed (if applicable)

- ☐ Mail all wedding invitations
- ☐ Finalize your selections for the cocktail hour and reception songs. Review them with your band/DJ
- ☐ Apply for a marriage license
- ☐ Purchase all wedding accessories including
  - Ring pillow
  - Goblets
  - Garter belt
  - Candles, ect...
- ☐ Visit your photographer for the Bridal Portrait

## **6 Weeks before**

- ☐ Submit the wedding program information to a stationer
- ☐ Finalize all details with your caterer, florist and musicians
- ☐ Finalize all transportation, including any special plans for your family and bridal party
- ☐ Finalize your schedule for the wedding day with your wedding venue contact, band\DJ, MC and wedding coordinator, if applicable
- ☐ Finalize the wedding ceremony processional and recessional information with your wedding coordinator or wedding venue contact
- ☐ Prepare a photo and a video shot list, naming important family and guests. Include one's relationship to you.
- ☐ Pick up the wedding rings (making sure they are sized and engraved)
- ☐ Finalize your jewelry selection, including:
  - something old
  - something new
  - something borrowed
  - something blue
- ☐ Schedule a final test make up and hair session with your stylists. Bring your veil.
- ☐ Attend to business and legal details. Get the necessary forms to change names on you:
  - social security card
  - driver's license
  - insurance and medical plans

- bank accounts, etc..

#### **4 Weeks before**

- ☐ Schedule your second bridal gown fitting
- ☐ Mail your rehearsal dinner invitations
- ☐ Schedule a final meeting with your officiate to discuss the ceremony
- ☐ Confirm your final appointment with your makeup artist and hairstylist
- ☐ Give all musicians the lists of music for the ceremony and reception
- ☐ Practice your "First Dance" with your music (wearing your bridal shoes)
- ☐ Appoint a family member or friend to gather the gifts at the end of the reception for delivery to the proper location
- ☐ Confirm transportation for wedding party

#### **3 weeks before**

- ☐ Reconfirm your hotel room for the wedding night.
- ☐ Reconfirm your bride's dressing room with your hotel or ceremony location (if applicable)
- ☐ Send final confirmation for all your honeymoon reservations
- ☐ Finalize the wedding day timeline and fax, mail or e-mail to all appropriate vendors.
- ☐ Call them to make sure they understand all the information and feel comfortable with the arrangements you have made
- ☐ Submit final numbers to rental companies, the florist and the reception venue managers
- ☐ Mail your wedding day schedules. Make sure each wedding day participant is aware of the day's activities and their role
- ☐ Finalize your seating arrangements (making sure you involve both sets of parents)

#### **2 Weeks before**

- ☐ Send final payment to all vendors
- ☐ Prepare a toast for your wedding reception
- ☐ Finalize the vows you have written for the ceremony
- ☐ Have any hair treatments done - highlights, trim etc. (Don't wait until two days before the wedding!)

#### **1 Week before**

- ☐ Make sure to confide in at least one person to assist you with your errands the last week prior to your wedding

- ☐ Confirm the whereabouts of your guest book and pen, cake knife and lifter, champagne flutes etc. and put them together in one box
- ☐ Confirm the whereabouts of your marriage license and wedding rings and put them in a box or bag marked "Ceremony".
- ☐ Pick up your bridal gown and veil and make sure all of your accessories are together.
  - Also make sure the wedding dress is covered with a protective bag and stuffed with tissue to preserve its shape
- ☐ Pick up the bridal party outfits and bring them to the bridal dressing room on the day before the wedding, if possible
- ☐ Pick up the groom's outfit and make sure all of his accessories are together
- ☐ Get groom a haircut
- ☐ Confirm all appointment times for hair, make up, nails, etc.
- ☐ Get a facial (Don't wait until two days before the wedding!)
- ☐ Write any final thank-you notes to bridal party members or parents
- ☐ Attend the bachelor and bachelorette parties, if applicable
- ☐ Pack your wedding night and day-after clothes
- ☐ Prepare all your outfits, including the rehearsal dinner, wedding day and post-wedding brunch
- ☐ Prepare and pack for your honeymoon
- ☐ Arrange transportation to your hair and make up appointments
- ☐ Give your marriage license to the officiate
- ☐ Arrange who will return any rental items that must be returned after the wedding
- ☐ Reconfirm transportation for the entire wedding party

### **On the Wedding Day**

- ☐ Eat a well-balanced breakfast. You have a big day ahead of you, and some brides have been known to faint because they forget to eat
- ☐ Drink lots of water and refrain from an excess of caffeine and alcohol
- ☐ Take a lavender bath - it's very relaxing
- ☐ Remember to wear a button-down shirt for your hair and make up appointments
- ☐ Give the Wedding bands to the Best Man and Maid of Honour
- ☐ Take a deep breath and enjoy - remember this is your day!