

# Time Table

Organized planning will ensure you enjoy every minute of your wedding day. Begin planning efforts for a large formal wedding at least twelve months beforehand.

## TWELVE MONTHS

- Select a wedding date. (Select backup dates in case site is already booked)
- Consult fiancé and parents on budget and financial support.
- Set budget and number of guests.
- Decide type of wedding: informal or formal.
- Choose and secure the ceremony location.
- Choose and book officiant.
- Choose and secure the reception location.
- Buy wedding rings.
- Book wedding consultant, if applicable.

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## EIGHT TO TWELVE MONTHS

- Order gown and accessories: veil, lingerie, gloves and shoes.
- Compile guest list from both the bride and groom's families.
- Choose and notify attendants.
- Select and order attendants' gowns.
- Select caterer.
- Select photographer.
- Select floral designer.
- Select and order wedding cake and top.
- Select balloon decorator.
- Select videographer.
- Select and register bridal registry items.
- Select music for ceremony.

- Select entertainment for reception.
- Plan details of reception.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## SIX TO EIGHT MONTHS

- Plan details with floral designer.
- Order invitations, announcements, personal stationery, thank-you-notes and save-the-date cards.
- Have map to reception designed and printed (include with invitation).
- Reserve limousine transportation for the bridal party.
- Reserve or arrange transportation to and from the ceremony and reception for out-of-town guests.
- Reserve rental equipment: tables/chairs
- Find a new place to live.
- Finalize honeymoon plans with fiancé.
- Reserve accommodations for out-of-town guests.
- Book engagement portrait photographer.
- Hire stylists for wedding hair and makeup.
- Hire a "day of" coordinator to orchestrate the ceremony and reception, if applicable.

- Get into a consistent exercise routine
- Send save-the-date cards
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**FOUR TO SIX MONTHS**

- Book calligrapher.
- Select men's formalwear.
- Book room for wedding night.
- Choose and order favors.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**TWO TO FOUR MONTHS**

- Announce engagement in local newspapers.
- Address wedding invitations.
- Choose groom's and attendants' gifts.
- Confirm delivery dates of all dresses.
- Discuss details of menu with caterer.
- Discuss ceremony with officiant.
- Confirm ceremony readings and vows
- Schedule the rehearsal.
- Confirm rehearsal dinner arrangements.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**ONE TO TWO MONTHS**

- Buy hose and remaining accessories.
- Have final dress fitting.
- Pick up rings; check engraving.
- Buy guest book, pen, toasting glasses, unity candles, garter, cake knife and server, flower girl's basket and ring bearer's pillow.
- Confirm all professional services in writing.
- Print wedding programs.
- Mail invitations.
- Practice hairstyle with veil if doing your own hair for wedding.
- Plan bridesmaids' party.
- Set a date with your fiancé to get the marriage license.
- Make name change to proper documents.
- Remind your bridesmaids of final gown fittings.
- Have formal wedding portrait taken.
- Pick up gown or have delivered.
- Write thank-you notes for gifts received.
- Assign friends or family to assist with boutonnieres, guest book, gift table and cake cutting.
- Send request lists to photographer, videographer and musicians.
- Plan bouquet preservation.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**TWO WEEKS AHEAD**

- Double check attire and accessories for all members of the wedding party.
- Confirm time and date of wedding rehearsal with wedding party.
- Review reception seating plans and prepare place cards, if necessary.
- Schedule appointment for manicure
- Arrange for cleaning and preservation of gown upon return from honeymoon.
- Write toasts for rehearsal dinner and wedding reception.
- Address announcements to mail on wedding day.
- Confirm honeymoon arrangements.
- Break in wedding shoes at home.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



