



1 MONTH

- Get fitting done with all accessories _____
- Have bachelor and bachelorette party _____
- Confirm hair and make-up appointments _____
- Schedule trial run for hair and make-up _____
- Have formal portrait taken _____
- Finalize bride and groom's transportation and lodging _____
- Send announcement and bridal portrait to newspaper _____
- Start the name change process if desired _____
- Write thank you cards as you receive gifts and document on guest list _____
- Buy each other an 'I love you' gift _____
- Send change of address to post office _____
- Finalize vows _____
- Print programs _____
- Send invitations for rehearsal and rehearsal dinner (include map) _____
- Confirm possession of wedding license and verify accuracy _____
- Stay on top of all RSVPs and document in binder or organizer _____
- Finalize seating arrangements for reception _____
- Write speeches and toasts _____
- Make sure all gifts for bridesmaids, ushers, etc. are purchased _____
- Send wedding day schedule to all vendors _____



1 WEEK

- Confirm arrival time of each vendor _____
- Pack for honeymoon _____
- Present gifts to attendants at parties or rehearsals _____
- Reconfirm times, locations and responsibilities with all in wedding party _____
- Communicate needs and responsibilities to ushers _____
- Place fee for officiant in sealed envelope _____
- Select and pack clothing and accessories for reception and day after _____
- Give final/final guest count to caterer _____
- Assemble programs and favors _____
- Get facials and waxing done days before ceremony _____
- Contact guests who did not RSVP _____
- Familiarize yourselves with all names on guest list _____
- Finalize all guest baskets contents and delivery times _____
- Prepare emergency kit including extra hosiery, sewing kit, medications, etc. _____
- Prepare a list of things you need to bring to the ceremony _____
- Delegate wedding day tasks _____
- Confirm rehearsal and rehearsal dinner _____

WEDDING DAY SCHEDULE

6 am _____

7 am _____

8 am _____

9 am _____

10 am _____

11 am _____

Noon _____

1 pm _____

2 pm _____

3 pm _____

4 pm _____

5 pm _____

6 pm _____

7 pm _____

8 pm _____

9 pm _____

10 pm _____

11 pm _____

Midnight _____

Special instructions: _____
