

# THE ULTIMATE Wedding Planning Checklist AND TIMELINE

## IMMEDIATELY AFTER THE ENGAGEMENT

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- o Announce your engagement!
- o Have the money talk with your fiancé, your parents and future in-laws to determine who plans to contribute to the budget.
- o Get inspired. Start collecting wedding magazines, create Pinterest boards and peruse arkansasbride.com.
- o Create a wedding binder or buy a wedding organizer. Print these helpful tools:
  - Wedding Planning Checklist
  - Wedding Budget Spreadsheet
  - Wedding Decor Checklist & Inspiration
  - Gown Buying Guide
  - Wedding Day Timeline & Checklist
- o Insure your engagement ring.

## 15+ MONTHS BEFORE THE WEDDING

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- o Fill out a budget.
- o Compile a guest list draft. You can't book a venue if you don't have an estimate number of guests in mind.
- o Tour potential wedding venues.
- o Interview prospective photographers.
- o Meet with wedding planners and event designers.
- o Start choosing your wedding party.

## 12 MONTHS BEFORE THE WEDDING

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- o Finalize your budget.
- o Work on the guest list.
- o Hire a wedding planner or designer.
- o Decide on a venue.
- o Book your photographer.
- o Start looking for a wedding gown/suit.
- o Formally ask your wedding party to take part.
- o Schedule engagement photoshoot.
- o Schedule regular beauty treatments: facials, massages, botox, etc.

## 11 MONTHS BEFORE THE WEDDING

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- o Secure your venues with deposits, if you haven't already.
- o Take engagement photos.
- o Determine your wedding style: choose your colors and/or theme.
- o Stay organized with our wedding worksheets.
- o Find out about trunk shows and sample sales at local bridal boutiques.

## 10 MONTHS BEFORE THE WEDDING

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- o Build a wedding website.
- o Attend a bridal fair or event.
- o Continue wedding dress/suit shopping.
- o Research hotels for out-of-town guests.
- o Hire an officiant.
- o Get caterer quotes and begin tastings.
- o Research bakeries; schedule 1-3 cake tastings.

## 6-9 MONTHS BEFORE THE WEDDING

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- o Brides: order your wedding dress!
- o Book a caterer.
- o Order wedding cakes.
- o Hire a florist.
- o Book the videographer.
- o Reserve the DJ or band for your reception.
- o Secure ceremony musicians.
- o Research honeymoon destinations.
- o Shop for wedding bands. Order custom bands now.
- o Send save-the-dates.
- o Reserve a block of rooms for guests.

## NOTES

## 4-5 MONTHS BEFORE THE WEDDING

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- o Register for wedding gifts.
- o Order your wedding invitations.
- o Book honeymoon plans.
- o Make sure plans are underway for the rehearsal dinner.
- o Draft a rehearsal dinner guest list.
- o Buy wedding bands.
- o Shop for wedding party thank you gifts.
- o Pick out wedding shoes any other accessories you might need.
- o Research transportation for the wedding day.

## 3 MONTHS BEFORE THE WEDDING

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- o Order custom thank you notes.
- o Book beauty treatments. Schedule these a safe distance from the big day incase of unexpected reactions.
- o Finalize menu with caterer.
- o Order beer, wine and/or liquor now to ensure you get the best price. Discuss your needs with a liquor store manager for bulk discounts and deals on certain brands.
- o Buy wedding favors.
- o Add items to your wedding registry, if incomplete.
- o Begin alterations. (Brides: Your gown should arrive this month) Bring your shoes and any other important wedding-day accessories.
- o Book transportation services.

## 2 MONTHS BEFORE THE WEDDING

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- o Mail the wedding invitations.
- o Check in with all wedding vendors to confirm dates, plans and ask questions.
- o Create a photo checklist or review the list provided by your photographer. Discuss your wishes with the photographer.
- o Do a hair and makeup run-through.
- o Order all programs, menus, place cards, table numbers, etc. for the reception.
- o Marriage license can now be obtained. Remember, it's only valid for 60 days.
- o Be sure your wedding website is up-to-date.
- o Continue gown fittings.
- o Buy your outfit for the rehearsal dinner.

## 1 MONTH BEFORE THE WEDDING

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- o Enjoy your bachelor/ bachelorette party!
- o Have fun at your bridal/ wedding showers.
- o Now's a good time to check in with your wedding planner and/or day-of coordinator.
- o Schedule a final walk-through at your venue(s).
- o Print programs, menus, place cards, table numbers, etc.
- o Get your marriage license!

## 2 WEEKS BEFORE THE WEDDING

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- o Call and confirm any unconfirmed guests
- o Give final headcount to the caterer and bar service provider.
- o Confirm rehearsal and rehearsal dinner plans.
- o Do you have your marriage license yet?
- o Finalize ceremony readings and vows with officiant.

## WEEK OF THE WEDDING

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- o Email a rehearsal schedule to those obligated to attend.
- o Email a wedding day timeline to the wedding party, house party and close family.
- o Be sure your wedding website is updated for guest.
- o Brides: Host a bridesmaid luncheon (a few days before the big day!) to thank your bridal party; present thank you gifts at this time.
- o Designate a point person for the wedding day to answer vendor and guest questions, troubleshoot issues that may arise and pay gratuities. Be sure to tell your vendors, family, wedding party and out-of-town guests who this point person will be.

## DAY OF THE WEDDING

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- o Download our Wedding Day Timeline & Checklist for a complete guide to your big day!

## 2 WEEKS AFTER THE WEDDING

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- o Brides: Preserve your wedding gown.
- o Return duplicate or unwanted wedding gifts.
- o Send thank you notes.
- o Make sure all vendor balances are paid in full, and all gratuities have been shared.

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