



Wedding Planning Checklist

To plan the perfect celebration, use this comprehensive checklist, with a timeline based on the 16-month length of the average engagement.

Sixteen to Nine Months Before

Start a wedding folder or binder. Select type of wedding, location, theme #of guests, time of day.

Work out your budget and how expenses will be shared.

Pick your wedding party and determine color scheme.

Start the guest list.

Hire a planner/consultant.

Reserve your date and venues.

Book your Officiant/Priest/Minister/Rabbi.

Research photographers, bands, florists, and caterers.

Throw an engagement party.



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Eight Months Before

Hire the photographer and the videographer.

Book the entertainment.

Meet & select caterers.

Purchase a dress.

Reserve a block of hotel rooms for out-of-town guests.

Register.

Launch a wedding website.

Seven to Six Months Before

Select and purchase invitations. Hire a calligrapher, if desired.

Start planning a honeymoon.

Select bridesmaids' dresses.

Meet with the officiant.

Send save-the-date cards.

Reserve structural and electrical necessities.

Select a florist.

Arrange transportation.

Start composing a day-of timeline.

Five to Four Months Before

Book the rehearsal and rehearsal-dinner venues.

Check on the wedding invitations.

Select and order the cake.

Send your guest list to the host of your bridal shower.

Purchase wedding shoes, lingerie and accessories.

Select and Schedule hair and makeup artists.

Choose your music.

Three Months Before

Finalize the menu and flowers.

Order favors and items for welcome baskets, if desired.

Make a list of the people giving toasts.

Finalize the readings.

Finalize the order of the ceremony and the reception.

Print menu cards, programs and seating cards.

Purchase the rings.

Send your event schedule to the vendors.



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Two Months Before

Touch base again with all the vendors.

Meet with the photographer.

Review the playlist with the band or deejay.

Send out the invitations. Mail invitations six to eight weeks before the ceremony, setting the RSVP cutoff at three weeks after the postmark date.

Submit a newspaper wedding announcement.

Enjoy a bachelorette party.

One Month Before

Enter RSVPs into your guest-list database. Contact invitees who have not responded.

Get your marriage license.

Mail the rehearsal-dinner invitations.

Visit the dressmaker for your last dress fitting.

Stock the bar.

Send out as many final payments as you can.

Confirm times for hair and makeup and all vendors.

E-mail and print directions for drivers of transport vehicles.

Assign seating. Draw out table shapes on a layout of the room to help plan place settings.

Purchase wedding party gifts.

Write vows, if necessary.

Get your hair cut and colored, if desired.

Week of the Wedding

Reconfirm arrival times with vendors.

Delegate small wedding-day tasks. If you have not hired a wedding planner.

Send a timeline to the bridal party.

Pick up your dress.

Check in one last time with the photographer and provide wish list of songs.

Set aside checks for the vendors.

Book a spa treatment.

Send the final guest list to the caterer and all venues hosting your wedding-related events. Typically, companies close their lists 72 hours in advance.

Break in your shoes.

Assemble and distribute the welcome baskets.

Pack for your honeymoon.

