

Wedding Planning Checklist

Twelve to Eighteen Months

- Compile/Confirm a guest list
- Decide size of wedding party; choose attendants
- Decide budget; discuss sharing of expenses
- Choose possible dates (keep in mind holidays, weather, family vacations, etc)
- Schedule appointments to tour reception/ceremony locations
- Choose style, colors & theme
- Select a reception site
- Visit bridal salon
- Research Vendors
 - Photographers
 - Bands
 - DJ's
 - Entertainers
 - Florists
 - Design Teams
- Have engagement photos taken and announce your engagement in the newspapers
- Insure your engagement ring
- Mail save-the-date cards
- Throw an engagement party, if you wish

Eight to Twelve Months

- Select and order your wedding dress & veil
- Select bridal party attire and arrange for fittings
- Select florist and begin choosing floral decorations
- Select photographer, videographer, band, DJ or entertainers
- Reserve a block of hotel rooms for out-of-town guests.
- Register for gifts
- Research bakeries

Six to Eight Months

- Make honeymoon plans – save \$\$ book early; arrange for passports, vaccinations, birth certificates and Visas if necessary
- Arrange for cake tastings with various bakers
- Discuss gown colors with Moms so they can start shopping for their dresses
- Order invitations
- Choose favors
- Arrange transportation
- Start a program to reduce stress, get in shape, take a break from the wedding planning process and have fun!



Four to Six Months

- Select mens formalwear and give information to groomsmen
- Select ceremony and reception music
- Decide on new living arrangements
- Pick up **Odyssey Country Club complimentary map cards**
- Order wedding and groom's cakes

Two to Four Months

- Address wedding invitations
- Reserve rental items
- Arrange rehearsal dinner
- Shop for gown accessories & honeymoon apparel
- Order wedding rings & arrange for engraving
- Review floral arrangements and finalize order
- Buy bridal party gift attendant gifts and gifts for each other
- RSVP & Select 2 entrée's to be sampled at Odyssey Country Club Tasting**
- Select beauty consultant and experiment with makeup and hairstyles

One to Two Months

- Mail invitations 6 – 8 weeks before the wedding
- Schedule appointment to go over details
 - make menu selections
 - Select linens (chair covers, chivari chairs, backdrops, napkins and etc.)
- Plan final dress fitting
- Plan attendant final fittings
- Confirm honeymoon details
- Buy marriage license
 - Odyssey ceremonies need a Cook County marriage license**
- Arrange bridesmaids' brunch or luncheon
- Select ceremony & reception accessories (balloons, rose petals, unity candle, toasting flutes, cake knife/server, etc.)
- Select personal accessories – (handbags, shoes, jewelry, etc.)
- Begin preparing ceremony program; appoint guest book attendant, readers, gift attendant, ushers, etc.
- Schedule hair, spa & mani/pedi appointments
- Begin floor plan seating chart**
- Send out all thank you notes for bridal shower gifts
- Make arrangements to preserve your bouquet



Three Weeks

- Send out rehearsal dinner invitations
- Finalize program
- Finalize video presentation or photo montage for reception
- Bachelor & Bachelorette party!

Two Weeks

- Finalize reception seating and order place cards from calligrapher
- Confirm accommodations for out-of-town guests.
- Make out-of-town gift bags and guide to the city
- Arrange for gown cleaning after wedding
- Finalize vows if writing your own
- Start packing for your honeymoon

One Week

- Confirm all vendor delivery times, dates, etc.
- Final consultations and confirmation with florist, musicians, photographer, videographer and baker
- Pick up wedding rings and verify engraving, sizes; insure your rings
- Give final guest count to reception site
 - 3 Days Before:** Final head count & completed floor plan
 - 2 Days Before:** Final payment & check-in items
- Remind men to pick up formalwear and shoes
- Pick up wedding gown
 - Don't forget to practice in it if you have a long train or billowing skirt.
 - Make sure someone knows how to bustle your dress so you don't waste valuable time the day of.
- UNWIND!!!** Your planning is complete. Your day will be wonderful.

Post wedding and honeymoon

- Open gifts; write thank you notes
- Change your name
- Send marriage announcement to your local papers & update your Facebook relationship status.
- Contact photographer & videographer for final album review and videographer for editing review
- Enjoy your new life together!