

Wedding Countdown Calendar ♥

Disclaimer : The following is just a suggestion. Any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the company, or of legal authorisation. The company will not be responsible for any liabilities arising.

Tasks	Comments	Start date	End date	Done	Action Party
9+ MONTHS BEFORE					
Decide and book Date & Venue					
<p>Check - Is there an auspicious date/ time for</p> <ul style="list-style-type: none"> - the wedding ceremony - traditional/ religious rituals <p>Together with respective family members, discuss dowry, other cultural customs and traditions that must be carried out: are there any colors not permitted (like black/white) ?</p> <p>Purchase Wedding Dress, Groom's Suit, and accessories for :</p> <ol style="list-style-type: none"> 1. gate crashing 2. tea ceremony 3. solemnization ceremony 4. cocktail dress (for pre-dinner cocktails with guests) 5. wedding dress (buffer 6 -7 months upon ordering fr shops) 6. evening dress 7. after-dinner party dress <p>Décor - Think about Wedding Theme / Color</p> <p>Set a Budget :</p> <ul style="list-style-type: none"> - Wedding Banquet (including Alcohol) - Wedding Attire - Decoration - Photography / Videography - Entertainment - Miscellaneous <p>Wedding Planner (If you are based overseas or both have a heavy workload, you might consider hiring one.)</p> <p>Start to compile the Guest list and addresses (to get estimate headcount)</p> <p>Purchase wedding rings</p> <p>Choose flowergirls/page-boys/ bridesmaids/ groomsmen. Alert Maid of Honor and Best Man that they have to make a speech.</p> <p>Decide on attire for wedding entourage. Depending on budget, provide specific photos of bridal party attire to ensure everyone has similar outfits.</p> <p>Helpers required for:</p> <ul style="list-style-type: none"> - Overall IC (1 pax) - Guest reception list (4 pax for upwards of 200 guests) - Ang Bao IC (2 pax) - Bride's Helper (1 pax) - Emcee (2 pax - english and chinese) - Assistant to help during table to table photo-taking <p>Chinese Tea Ceremony Helper : Ask a relative who is familiar enough to help with the tea ceremony to help. (Decide on the serving sequence, and if it is expected of the couple to kneel)</p> <p>Book caterer (not only for the ceremony but also during the gate crashing session and tea ceremony if need be)</p> <p>Book florist (wedding decorater in case you would like to personalise menu, have seating name cards)</p> <p>Book Photographer (arrange for transport) . Brief him specifically or show him examples about the types of shots you like eg: emotional, candid, staged, black and white, landscape, profile, family shots, etc</p> <p>Book videographer. Decide if you need video express highlights (arrange for transport)</p> <p>Book wedding band and DJ</p> <ul style="list-style-type: none"> - request a song list and youtube videos of their singers/performance before you confirm their services. - check if they require dinner during the banquet - are they a suitable after-party band - do they provide their own sound system - check if their equipment is compatible with your own music device. <p>Start thinking about entertainment for guests to participate in during cocktail sessions. Eg: Fun Instant Photo booths, Caricature, display wedding photos in different frames; wedding guest book ; an open bar where bartender can flare;</p> <p>If budget is a concern, look into providing Free-of-Charge creatives like Mad - Ad Libs (refer to our FB post on good examples!)</p> <p>Book Secondary photographers (roving photographers who can double up as secondary photographer to follow bride/groom's parents around) They send photos to print immediately which doubles-up as souvenirs for guests.</p> <p>Start thinking about Stationary and Wedding Invitation Cards.</p> <ul style="list-style-type: none"> - 2 weeks to finalise design, 4 weeks to print - Invitations to be sent 6 - 8 weeks before the wedding. <p>Start thinking about wedding favors (its is ok if you're unsure of the final numbers. One month before the wedding, confirm numbers with the supplier again.</p> <p>Think about your Guest book. These days, writing well-wishes in a book can be rather passe. Get guests to leave their well-wishes on something that characterises the both of you. I have found the following sites very useful:</p> <p>http://inspiringpretty.com/2011/10/24/12-unique-wedding-guestbook-ideas/</p> <p>or</p> <p>: http://www.bespoke-bride.com/2012/04/17/21-alternative-unique-guest-book-ideas/</p> <p>Start regular exercise regime , facial / beauty treatments</p>					
6 MONTHS BEFORE					
<p>Arrange trial make-up/ hair session with MUA</p> <ul style="list-style-type: none"> - ensure bridal accessories (veil / headpieces) are shown to the MUA <p>Decide on bridal car and driver. Transportation for family members/ friends</p> <p>Look around or order wedding shoes for bride and groom</p> <p>Go for studio / outdoor pre-wedding photoshoot / videoshoots</p> <p>Finalise design for wedding invitation cards</p>					
5 MONTHS BEFORE					
<p>Prepare initial guest list and seating plan</p> <p>Send out Save-the-Date mailer</p> <p>Buy flower basket and ring pillow (if need be)</p> <p>Ensure tea ceremony tea-sets, red umbrella, red handkerchief, kua, are ready</p>					



Start compiling wedding music playlist (if necessary)

4 MONTHS BEFORE

Book solemnizer (inform him/her of your marriage details such as plan, venue, date, time.
Offer to provide transportation if possible)

Print wedding invitation cards (must be ready by 3rd month in case of any error and a re-print is needed)

Order and design your wedding cake

Prepare Growing up Montages , Parents tribute videos

Think about Wedding Vows / Wedding Speech

Have Hens / Stag Nights

First Dance? If you would like live band to play it, you might want to rehearse with live band to ensure it is the same version. If not, ensure you have the music in a CD format

3 MONTHS BEFORE

Book date for food tasting ; decide on round or long tables; decide on table linen; banquet chairs; plates

Contact Solemniser, check if he has any food allergies/ offer transport to venue

eFile the notice of marriage with ROM. www.rom.gov.sg

Develop actual day wedding program and timetable

Buy wines, champagne, alcohol from wholesaler

Finalise wedding favors

2 MONTHS BEFORE

Confirm with florist: FINALISE

1) Overall theme and re-specify color, size of décor

2) Car & Entourage car décor

3) Bridal bouquet

4) Groom's boutonniere (ROM & Banquet)

5) Bridesmaids bouquets & Groomsmen corsages

6) Parents Corsage / Wrist Corsage for Mom

7) Confetti

8) Flowergirls head dress

9) Thank-you bouquets to give parents during wedding speech

10) Rostrum flowers

11) Reception table flowers

12) Banquet Table Flowers

13) Aisle Flowers

14) Stage Decoration

15) Cocktail Area decor

- update florist on other vendor locations (ie: photobooth, live band, cocktail area, reception table) so they can plan around them.

Parents to meet and discuss and finalise wedding details. (Who pays for what? Who gives wedding speech first? Do parents want to march-in before bridal couple? Do they need personal photographers? Do they want table-to-table photos with business partners?

Finalise food-tasting preference at venue.

First Dance? Start dance class (at least 4 sessions minimum)

Prepare wedding thank-you speech / or special items for each other

Start memorising wedding vows

Send out wedding invitations

Arrange for wedding rehearsal at church/dinner

4 WEEKS BEFORE

Make adjustments to wedding gown / suit

Organise briefing for wedding helpers

Wedding Rehearsal at wedding venues (ROM & Banquet) ensure all wedding entourage is present; assign responsibilities to wedding helpers

Finalise wedding playlist and live band music line up;

After Party? Book / Confirm Venue for sufficient staff to be on hand

3 WEEKS BEFORE

Meet up with Emcees and brief them on wedding program, public speaking guidelines

Collect wedding photo albums / print wedding photos to display at reception

Guo Da Li & Hui Li (Chinese formalities performed by the groom the Bride's family)

Sisters to decide on grate-crashing activities

1 - 2 WEEKS BEFORE

Finalise guest RSVP list and seating plans

Prepare wedding Ang baos - thank you gifts to your attendants, family members, helpers

Write Wedding Speech

Memorised Wedding Vows

Collect Bridal Attire; final dress-fitting with accessories, shoes and the correct undergarments

Start packing items needed at the various venues

Together with wedding co-ordinator/ planner, finalise actual day wedding program (with wedding planner and hotel) eg : what music to play for first dish; to stop service during speeches ; Video Montages)

Do not do facial one week prior to wedding date

1 - 2 DAYS BEFORE

Do a manicure/ pedicure

Send out reminder to wedding vendors - photographer / videographer/ florist/ live band

Sleep early

ACTUAL DAY

Relax. Keep Calm and Marry On.



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