

WEDDING WORKBOOK

In this eight-page section, you will find worksheets to help you plan and organize the many important details that will make up your wedding, from the budget to the guest list to the music and flowers. *Start with the timeline* below, and set deadlines for yourselves. If you have fewer than six months to plan your wedding, don't panic; just get started as soon as possible. And never allow the details to overshadow the joy of the event.

six or more months ahead

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| <input type="checkbox"/> Think about the type of wedding you want—formal or informal, big or small—and the time of year you want it to take place. | <input type="checkbox"/> Book officiant. |
| <input type="checkbox"/> Set budget. | <input type="checkbox"/> Book caterer. |
| <input type="checkbox"/> Hire wedding coordinator, if desired. | <input type="checkbox"/> Order wedding cake. |
| <input type="checkbox"/> Compile guest list, and organize addresses. | <input type="checkbox"/> Book florist. |
| <input type="checkbox"/> Finalize wedding date. | <input type="checkbox"/> Book music for ceremony and reception. |
| <input type="checkbox"/> Reserve ceremony and reception sites. | <input type="checkbox"/> Book photographer and videographer. |
| <input type="checkbox"/> Choose attendants. | <input type="checkbox"/> Plan and book honeymoon. |
| <input type="checkbox"/> Order dress and accessories, including veil and shoes. | <input type="checkbox"/> Send save-the-date cards, if using. |

four to six months ahead

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| <input type="checkbox"/> Reserve rental equipment, such as tables, chairs, and tents. | <input type="checkbox"/> Buy stockings and any special lingerie your dress requires. |
| <input type="checkbox"/> Arrange transportation for the wedding day. | <input type="checkbox"/> Choose favors. |
| <input type="checkbox"/> Order stationery, including invitations and thank-you notes; book calligrapher, if using. | <input type="checkbox"/> Book a room for wedding night. |
| <input type="checkbox"/> Register for gifts. | <input type="checkbox"/> Choose gifts for wedding party. |
| <input type="checkbox"/> Purchase wedding rings. | <input type="checkbox"/> Reserve accommodations for out-of-town guests. |
| <input type="checkbox"/> Purchase or reserve groom's attire. | <input type="checkbox"/> Sign up for dance lessons. |
| <input type="checkbox"/> Choose attendants' attire. | |

two to four months ahead

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| <input type="checkbox"/> Discuss details of menu with caterer. | <input type="checkbox"/> Schedule rehearsal time and rehearsal dinner. |
| <input type="checkbox"/> Discuss service with officiant. | <input type="checkbox"/> Try out makeup and hairstyle. |
| <input type="checkbox"/> Choose readings for ceremony. | <input type="checkbox"/> Mail invitations. |
| <input type="checkbox"/> Write your wedding vows, if you choose. | <input type="checkbox"/> Write thank-you notes as gifts arrive. |

Continued on the next page

one to two months ahead

- Buy guest book.
- Have programs printed.
- If your state requires blood tests, make appointments.
- Obtain marriage license, and request certified copies.
- If you intend to change your name, prepare the necessary documents.
- Send change-of-address information to post office.
- Contact local newspapers about publishing wedding announcement.

two weeks ahead

- Have final dress fitting with shoes, accessories, and lingerie.
- Begin seating plan, and write place cards.
- Notify caterer of guest count.
- Write toasts for rehearsal dinner and wedding reception.
- Address announcements.
- Break in wedding shoes at home.
- Designate someone to look after your home while you are on your honeymoon.
- Find out where your guests will be staying, if you plan to deliver welcome notes or gifts to their rooms.

one week ahead

- Finalize seating plan.
- Assign specific responsibilities, such as handing out corsages and boutonnieres, to members of your wedding party.
- Pick up dress or have it delivered.
- Confirm details with caterer.
- Confirm honeymoon arrangements, and give your itinerary to a friend or family member in case of emergency.
- Pack for honeymoon.
- Update caterer with final guest and vendor meal counts.

one day ahead

- Confirm transportation arrangements for ceremony and reception.
- Give announcements to an attendant for mailing after the wedding.
- Have manicure and pedicure.
- Rehearse ceremony.
- Hold rehearsal dinner; give gifts to wedding party. If you choose, give gifts to parents to thank them for their support.
- Prepare tip and payment envelopes for officiant and vendors, and make arrangements for someone to distribute them.

your wedding day

- Relax, and enjoy yourselves!

notes
