



## Year in Review Checklist

### **9-12+ Months:**

- Confirm your estimated guest count and start compiling addresses.
- Secure your venue and put down your deposit.
- Visit bridal boutiques, order gown.
- Choose and notify your Wedding Party.
- Select Bridal Party attire.
- Select registry items.
- Reserve the date with a Photographer, execute contract and send deposit.
- Reserve the date with a Videographer, execute contract and send deposit.
- Set up a design meeting and reserve the date with a Florist, execute contract and send deposit.
- Reserve the date with Ceremony/Cocktail Musicians, execute contract and send deposit.
- Reserve the date with Reception Band or DJ, execute contract and send deposit.
- Reserve the date with any Specialty Entertainment: After Party DJ, Cigar Roller, etc.
- Reserve Lighting, Linens, Chairs, Dance Floor, Furniture, Table Top, Décor, etc.
- Reserve the date with the Officiant.

### **6-8 Months:**

- Design and send out the Save the Dates.
- Discuss honeymoon plans and contact a Honeymoon Planner.
- \*Remember to reserve travel arrangements/ airplane tickets under Bride's maiden name, not married name.



- Design the Invitation Suite, approve the proof and go to print.
  - They are sent out 8-10 weeks before the wedding date.
- Confirm Rehearsal date, time and dinner location.
- Secure the Welcome Party Location, time and details, if applicable.
- Decide on attire for Groom and Groomsmen and have them purchase or reserve them.
- Have Bridesmaids order and purchase their dresses.
- Reserve transportation for the Wedding Party and guests, if applicable.
- Set up and attend Hair and Makeup Trial.
- Shop for and purchase wedding rings.
- Take engagement photos.
- Determine cake design, attend tasting and secure wedding cake.
- Look into a new living space for after the wedding.

### **3-5 Months:**

- Send out invitations (8-10 weeks before the wedding date).
- Confirm the amount of services you need with the Hair and Makeup stylists.
- Purchase shoes, veil, garter, jewelry and accessories. Same with Bridal Party.
- Choose and purchase wedding favors if applicable.
- Start designing your day-of paper goods.
- Attend tasting/ banquet set up meeting with Catering Manager to establish final menu.
- Confirm delivery date for your gown and schedule fittings.
- Begin dance lessons, if applicable.
- Meet with Officiant and discuss Ceremony.



- Select Readers and readings for the Ceremony if applicable.
- Confirm all formality song selections for the Ceremony and Reception.
- Select Bridesmaid and Groomsman gifts.
- Set up and attend Décor mock-up with your floral designer.

### **1-2 Months:**

- Obtain Marriage License. (Most are only valid for 90 days)
- Schedule final dress fitting.
- Pick up wedding bands.
- Buy guest book and pen or something that acts as a guest book.
- Review deposit schedule and make final payments.

### **3 Weeks:**

- Finalize timeline.
- Write thank you speech for the wedding.
- Confirm final guest count with Brooke and Heather.
- Schedule manicure, pedicure, massage or other spa treatments.
- Decide on seating for wedding reception.
- Proof and go to print all day-of paper goods, including your escort cards and place cards.

### **1 Week:**

- Pack for the wedding.
- Pack for your honeymoon.
- Manicure, Pedicure and Spa Services.
- RELAX as much as you can!