

# 6 Months Until "I Do"

## FINAL DETAILS CHECKLIST

### Make Sure You Already Have...

- SETTLED ON A BUDGET
- SECURED ALL MAJOR VENDORS (PLANNER, VENUE, ENTERTAINMENT, PHOTOGRAPHER, VIDEOGRAPHER, FLORIST & CATERER/BAKER)
- PURCHASED WEDDING ATTIRE
- FINALIZED GUEST LIST
- DECIDED ON THEME/COLORS
- BOOKED YOUR OFFICIANT
- CHOSEN YOUR WEDDING PARTY
- SET UP HOTEL ROOM BLOCK
- ORDERED STATIONARY
- BOOK TRANSPORTATION TO/FROM VENUE
- SECURED WEDDING INSURANCE
- SENT OUT SAVE-THE-DATES

### 4-6 Months Out

- BOOK REHEARSAL DINNER
- PURCHASE WEDDING BANDS
- SET UP GIFT REGISTRY

### 3-4 Months Out

- FINALIZE CATERING MENU
- WRITE VOWS
- ORDER BRIDAL PARTY/PARENT GIFTS
- PURCHASE/RENT WEDDING DECOR
- SCHEDULE HAIR & MAKEUP APPTS
- DECIDE ON A WEATHER PLAN B

### 6-8 Weeks Out

- SEND OUT INVITATIONS
- TOUCH BASE WITH ALL VENDORS TO CONFIRM DETAILS, SELECTIONS, ETC.
- BEGIN ALTERATIONS ON ATTIRE



IT'S YOUR NIGHT  
ENTERTAINMENT

### 3-4 Weeks Out

- MEET WITH DJ & FINALIZE PLAYLIST
- SECURE 6-8' TABLE WITH LINEN WITHIN 25' OF DEDICATED POWER SOURCE
- CONFIRM ARRIVAL, CEREMONY START, RECEPTION START & END TIMES
- CONFIRM LIGHTING & PHOTO BOOTH DETAILS

### 2-3 Weeks Out

- COLLECT ALL RSVPS
- ORDER THANK YOU CARDS
- ORDER FAVORS
- FINALIZE VOWS
- FINALIZE ALL VENDOR PAYMENTS
- OBTAIN MARRIAGE LICENSE

### 1-2 Weeks Out

- SEND FINAL GUEST COUNT TO CATERER/VENUE
- FINALIZE SEATING ARRANGEMENTS
- CONFIRM FINAL DETAILS WITH VENDORS & SHARE TIMELINES
- CONFIRM VENDOR ARRIVALS & DELIVERY TIMES
- BREAK IN SHOES
- PACK A DAY-OF EMERGENCY KIT

### Week Of

- GET RINGS CLEANED
- MANICURE & PEDICURE
- CHECK WEATHER & CONFIRM CONTINGENCY PLAN
- PACK FOR HONEYMOON