

Wedding Checklist

THINGS TO DO AFTER THE ENGAGEMENT:

- Set a date
- Book church & minister
- Book reception hall
- Book photographer

CHURCH:

- Wedding banns/marriage license (publish/purchase)
- Time of rehearsal (who needs to be there)
- Time of ceremony
- Time to decorate (flowers/pew bows)
- Transportation to church
- Who will usher in guests
- Who will hand out programs
- Order to walk in
- Organist/soloist – choose music/hymns
- Readers – choose readings
- Order to walk out
- Receiving line
- Photographs
- Transportation to reception hall
- Payment

RECEPTION HALL:

- [The Harbour Restaurant: 549-4440]
- Time for cocktails/dinner/buffet
- Choose/sample menus (food/beverage)
- Choose linens/table settings
- Tables for guest book, gifts, cake
- Area for DJ/band & time to set up
- Time to decorate (flowers/bows/balloons etc)
- Time to set up wedding cake
- Seating plan/place cards
- Time for wedding party to arrive
- Photographs
- Receiving line
- Choose a Master of Ceremonies (MC)
- Decide who will say grace
- “Kissing ideas”
- Decide who will say speeches
- Time for the dance to start/finish
- Time to cut cake
- Time to throw bouquet/garter
- Time for bridal couple to leave
- Payment

GUEST LIST:

- Finalize guest list for dinner
- Finalize guest list for dance

PHOTOGRAPHER:

- Decide on locations for photographs
- Specific poses
- Time to start/finish
- Payment

VIDEOGRAPHER:

- Book a videographer
- Decide what parts of wedding to video
- Time to start/finish
- Payment

TRANSPORTATION:

- Groom, Ushers and Ringbearer to church
- Bride, Bridesmaids, Flower girl and Bride’s parents to church
- Bridal couple and wedding party to location for pictures and then to reception hall
- Bridal couple to destination after reception
- Payment

DISC JOCKEY:

- Choose styles of music to play
- Pick 1st, 2nd, & 3rd dances
- Time to set up
- Time for dance to start/finish
- Payment

FLOWERS:

- Choose flowers/colours
- Bouquets for bride, bridesmaids, flower girl & throw away bouquet
- Corsages for mothers of bride and groom; grandmothers
- Boutonnieres for groom, ushers, ringbearer, fathers of bride & groom; grandfathers
- Arrangements for the church/reception; time to set up
- Payment

WEDDING CAKE:

- Design/cake topper/flavours
- Time to deliver
- Payment

DECORATIONS:

- Flowers/pew bows/candles/balloons etc. for cars, church and hall
- Guest book & pen

GIFTS:

- Gifts for the wedding party
- Gifts for other helpers
- Gifts for the guests

REGISTRY:

- Choose stores with gift registries
- Choose china, flatware, crystal
- Choose everyday items

HAIR/MAKE-UP APPOINTMENTS:

- Consultation with headpiece
- Appointments for bride, bridesmaids, flower girl etc.
- Payment

WARDROBE:

- Bride: wedding gown, headpiece/veil, crinoline, nylons, shoes, garter, jewellery (remember: something old, something new, something borrowed, something blue!)
- Bridesmaids/Flower girl: dresses/suits, shoes, nylons, hair pieces, jewellery
- Groom, Ushers & Ringbearer: tuxes, cummerbunds/vests, ties, shoes

REHEARSAL PARTY:

[Megalo's Restaurant: 531-9788]

- Decide on time after church rehearsal
- Decide who to invite
- Place to have the rehearsal party

GIFT OPENING:

- Decide on time and place (remember: everyone will have been up late the night before)

HONEYMOON:

- Decide on a destination
- Valid passports if necessary
- Make arrangements through travel agency
- Medical insurance
- Pack according to climate
- Payment

WEDDING STATIONARY

WEDDING INVITATIONS:

- Choose invitations/wording
- Order invitations for dinner/dance guests
- Order invitations for dance guests only
- Payment
- Maps/lists of hotels
- Addresses for guests
- Stamps

REPLY CARDS:

- Choose reply cards/wording
- Order reply cards for dinner/dance guests
- Decide on a reply date
- Payment
- Stamps

PROGRAMS: CHURCH/RECEPTION:

- Decide on what is to go into the program
- Order programs 1-2 weeks before wedding
- Payment

TICKETS:

- Order tickets for Jack & Jill, Stag & Doe etc.
- Payment

GIFT TAGS/SCROLLS:

- Choose tags or scrolls/wording
- Order tags or scrolls 1-2 weeks before wedding
- Payment

PLACE CARDS:

- Write or have printed after reply cards are returned

THANK YOU CARDS:

- Supply for shower gifts
- Supply for wedding gifts