# Wedding Checklist

Our wedding date: _____

Tick things off, fill in the dates. The lead times are rules of thumb that many couples use, not requirements. Check marriage license or notice rules with your local office.

## 12+ months

by _____

| | early | who |
|---|---|---|
| ☐ Choose a wedding date, with a backup date in mind | | Couple |
| ☐ Agree on a budget and a rough guest count | | Couple |
| ☐ Request quotes and book the venue | early | Couple |
| ☐ Find out the marriage license or notice of marriage rules where you will marry (they vary by state and country) | early | Couple |
| ☐ Ask a photographer (and videographer) | early | |
| ☐ Ask a band or DJ | early | |
| ☐ Ask your officiant or celebrant | early | |
| ☐ Ask your wedding party | | Couple |
| ☐ Start a first guest list | | Couple |
| ☐ Pencil in hotel rooms for guests coming from far away | | Family |

## 9–6 months

by _____

| | early | who |
|---|---|---|
| ☐ Send save-the-dates | | Couple |
| ☐ Complete the guest list and collect addresses | | Couple |
| ☐ Choose and order the dress or suit (delivery can take 3 to 6 months) | early | |
| ☐ Order any documents you need from abroad | early | |
| ☐ Choose your rings | | |
| ☐ Talk through catering and the menu with the venue | | |
| ☐ Plan and book the honeymoon | | |
| ☐ Sketch the schedule of the ceremony and the reception | | Couple |
| ☐ Agree on tasks with your wedding party and family | | Wedding party |

## 6–3 months

by _____

| | early | who |
|---|---|---|
| ☐ Apply for your marriage license or give notice of marriage, within the window your local office allows | early | Couple |
| ☐ Book fittings | | |
| ☐ Settle table shapes and seat counts with the venue | | Couple |
| ☐ Design and print the invitations | | Couple |
| ☐ Double-check date and place on the invitations | | |
| ☐ Send the invitations and name an RSVP deadline | | Couple |
| ☐ Order the rings (engraving takes time) | | |
| ☐ Plan flowers and decor | | |
| ☐ Meet your officiant and confirm what they need from you | early | |

## 6–3 months

by _____ early who

- [ ] Choose the menu and the cake

## 3–1 months

by _____ early who

- [ ] Check how long your marriage license is valid, and that the ceremony falls inside that window — early — Couple
- [ ] Book hair and makeup
- [ ] Order the wedding cake
- [ ] Collect song requests and program items — Wedding party
- [ ] Agree on speeches and games with your wedding party and family — Wedding party
- [ ] Sort out travel, parking and rides for guests — Family
- [ ] Decide whether and how you will change your name — Couple
- [ ] Plan the bachelor or bachelorette party, if you want one — Wedding party
- [ ] Final fitting: dress or suit fits

## 4–2 weeks

by _____ early who

- [ ] Collect the RSVPs and follow up with anyone still open — Couple
- [ ] **Create your seating chart: tables, groups, head table**
  Let the app seat your guests at the tables:
  **seatingsolver.com/app/**
- [ ] Give the venue an approximate headcount — Couple
- [ ] Write the day-of schedule with times and buffers — Couple
- [ ] Pass allergies and meal choices to the caterer
- [ ] Print place cards, table numbers and the seating chart poster — Couple
- [ ] Pick up the rings
- [ ] Print programs or menu cards
- [ ] Give the photographer a list of the group photos you want
- [ ] Confirm times and contact people with every vendor

## Last week

by _____ early who

- [ ] Give the venue the final headcount (5 to 10 days before) — Couple
- [ ] Hand the seating list to the venue and the caterer — Couple
- [ ] Send the timeline to every vendor
- [ ] Pack an emergency kit (sewing kit, bandages, hairspray) — Wedding party
- [ ] Put IDs, the license (if you need to bring it) and the rings where you can find them — Couple
- [ ] Pick up the dress or suit and break in your shoes
- [ ] Prepare envelopes for tips and final payments — Wedding party

## Last week

by _____

| | early | who |
|---|---|---|
| ☐ Watch the weather and settle a plan B for outdoor parts | | |
| ☐ Bring decor, place cards and gifts to the venue | | Family |
| ☐ Beauty appointments, then an early night | | Couple |

## Wedding day

on _____

| | early | who |
|---|---|---|
| ☐ Eat breakfast and drink enough water | | Couple |
| ☐ Pack IDs, rings and the emergency kit | | Wedding party |
| ☐ Name one contact person for the vendors | | Family |
| ☐ Set up decor and place cards at the tables | | Family |
| ☐ Keep buffers between the program items | | |
| ☐ Have someone collect gifts and cards | | Wedding party |
| ☐ Set out a late-night snack | | |
| ☐ Have someone pack up the dress, suit and decor at the end | | Family |

## After

from _____

| | early | who |
|---|---|---|
| ☐ Order extra copies of the marriage certificate, if you need them | | Couple |
| ☐ If you change your name: update ID, passport and driver license | | Couple |
| ☐ Update employer, bank, insurance and health insurance details | | Couple |
| ☐ Check what changes for taxes and benefits where you live | | Couple |
| ☐ Write and send thank-you notes | | Couple |
| ☐ Sort the photos and send favorites to your guests | | Couple |
| ☐ Check final payments and review your vendors | | |
| ☐ Have the dress cleaned | | |

## Notes

Your own tasks, names, phone numbers, deadlines