

# The Ultimate Checklist to Plan Your Dream Wedding!

## 9 To 12 Months Prior To Wedding Day



### Announcements.

Set a date for both your families and friends to meet and share the great news with them.



### Select the date.

One of the very decisions that you must make is to set a date and have a few alternative dates in mind to allow for the flexibility for venue booking.



### Set a budget.

Talk to both families about expectations and budget. Discuss the size, style, location and scope of the wedding you want.



### Create a binder to store and organize

**ideas, worksheets, receipts, brochures etc.**  
Collate all images-be it magazine cut outs, pictures from the net or fabric samples and make a binder with all these materials. It will help you to better understand what you want at your wedding. Bring this binder when you're visiting a wedding planner or vendors to better explain your ideas to them.



### Start compiling your guest list to estimate your head count.

Consider budget when thinking about "must-invites" vs. "Nice-to- invites"



### Hire a wedding planner. (if necessary)

Depending on the scale and intricacy of your wedding, decide if you need a wedding consultant to assist you in planning your wedding.



### Visit and reserve wedding and reception

**sites.**

It is important to start scouting and looking at suitable potential venues for your wedding and booking as early as possible! Popular months for weddings, (April, June, September, November and December) will tend to see most venues packed and already taken!



### Decide on your Wedding Team.

Both of you need to decide on your groomsmen and bridesmaids early. This is so you can give them a list of duties and responsibilities to help you out with the wedding logistics. Telling them early is also polite as you are giving them time to mentally prepare for the day itself.



### Send out the "Save-the-dates".

Once you have a day and a venue settled, send out the wedding invitations as soon as you can. This will give allow your invited guests enough time to tell you whether they can make it or not or allow them to plan their life around the date so they do not miss out on your big day!



## 6 To 9 Months Prior to Wedding Day



### **Decide on your wedding style.**

Pick an appropriate style for your wedding and let people involved in the wedding know about it.



### **Hire a photographer and a videographer.**

Almost all photographers have a website or a Facebook page to showcase their work. Browse through their work and visit them to see if you like their personality and the services they offer before settling on a photographer. Book them as soon as possible. Popular dates are taken up very early.



### **Hire a caterer.**

Go for food tastings and ensure your guests' dietary concerns are met.



### **Reserve a block of hotel rooms for out-of-towns guests.**

Ask about group rates to help you save money.



### **Select and order wedding outfits.**

Select your outfits earlier leaving ample time for delivery and alterations.



### **Arrange for a pre-wedding shoot.**

Meet the photographers and decide on a date and location for your pre-wedding shoot.



### **Begin Shopping for your outfits.**

Do not feel pressurised to settle on the first designer you see. Feel free to pick and choose from at least 3 boutiques till you have found your perfect outfit.



### **Engage your hair and makeup artist.**

Have a few artists in mind and arrange for trial sessions. Pick the one you are most satisfied and comfortable with.



### **Make arrangements for music to be played at the ceremony and reception.**

Tasks might include booking a band or solo musician, hiring a DJ, choosing significant musical selections, and so on.



### **Shop for wedding rings.**

Start looking for wedding bands and visit vendors. A lot of vendors offer customisation services.



### **Shop for outfits for bridesmaids and groomsmen.**

From referring to your wedding theme, you can decide on the outfits.



### **Start thinking about your Honeymoon.**

Plan and start booking for your honeymoon plans. This allows you to take some time off the wedding planning craze.



## 1 to 3 Months Prior to Wedding Day

- Shopping.** Get last minute items and even special lingerie for your wedding night.
- Surprises.** If you plan to surprise her/him, it's time to start planning. It can be a speech, poem, a song or a dance performance. Now is the time to show how much he/she means to you.
- Trial session for hair and make-up.** If time permits, book an appointment for a trial hair and make-up session with a fitting of the outfit as well. This way you can see the complete look and make any changes if necessary.
- Confirm a main coordinator.** If you have a wedding coordinator, he or she will know what to do and what is expected on that day.
- Confirm the attendance and seating plan.** Start contacting guests who have not confirmed their attendance. Plan your seating plan.
- Reception table.** Get your bridesmaids or groomsmen to get the necessary items for the reception table. For example, the guestbook, pens for the guests to write with, and a box for the red packets.

## 1 Month Prior to Wedding Day

- Finalise arrangements for out of town attendants and guests.**
- Ensure everyone's needs are met and no one is left out in the wedding.**
- Bachelor/Bachelorette Parties.** This is all usually planned by your bridesmaids or groomsmen. All you have to do is to turn up and have a great time.
- Get final beauty treatments.** Get your manicure, facial, massage, waxing, brow shaping, etc done.
- Wedding Rehearsal.** Decide on the date and time from your wedding rehearsal. Make sure all the important people are present – your family, close friends, Solemniser and helpers.
- Purchase the Wedding Favours for the guests.** Put a lot of thought into getting innovative wedding favours for your guests.
- Confirm details with the photographer, florist and other vendors.**

## 1 Day prior to Wedding Day

- Get any toiletries and other wedding items to bring to the wedding venue.**
- Let your assigned coordinator take over the tasks for today and tomorrow.**
- Enjoy a relaxing day with family and friends.**



## Wedding Day



Allow at least 2 to 3 hours for getting dressed and presentable.



Set your alarms to make sure you aren't late for your wedding.



Remember to eat something.



Remain calm and Relax.



Enjoy this once in a lifetime event!

