



# The Ultimate Wedding Planning Checklist

*Getting married is an exciting, wonderful time! However, without effective planning and coordination, it can be a stressful, overwhelming exercise.*

*This Ultimate Wedding Planning Checklist will make the planning process smoother. This outlines the key steps and likely timings to make sure you enjoy your special day and create a celebration that you look back on with a smile on your face.*

*Nowadays, venues, photographers and Celebrants can be booked out years in advance. Consequently, booking these suppliers early is extremely wise.*

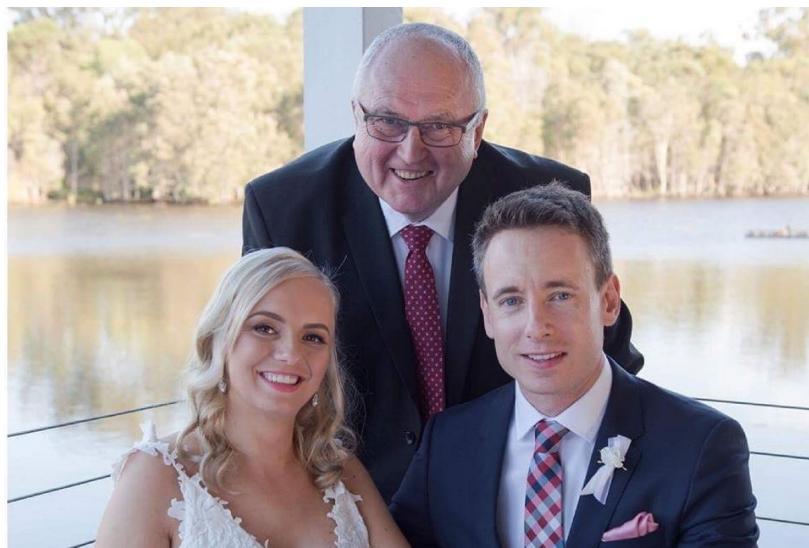
## Your Checklist

### Once your Engaged

- ♡ Announce your engagement to friends and family
- ♡ Consider the role social media will play in your wedding journey
- ♡ Set up a wedding website can be a great way of communicating with friends and suppliers (<https://www.easyweddings.com.au/planning-tools/website/> provides a free service)
- ♡ Host an engagement party
- ♡ Have an engagement photo shoot ( this is a good way to find out in advance if you've chosen the right photographer for your wedding)
- ♡ Start thinking about your vision and map out a wedding budget (be realistic and avoid overstretching)
- ♡ Pick your Maid of Honour, Best Man, Bridesmaids and Groomsmen
- ♡ Start researching possible reception venues, ceremony locations and celebrants
- ♡ Peruse different honeymoon locations, seasons and availability
- ♡ Look into possible gift registries
- ♡ Draft your guest list

## Once the Wedding Date is Set

- ♡ Book your reception venue and ceremony location
- ♡ Book your Celebrant
- ♡ Complete your Notice of Intended Marriage with your Celebrant (this can be completed 18 months prior to your wedding date)
- ♡ Discuss your wedding ceremony schedule with your Celebrant. Your Celebrant will have lots of ideas
- ♡ Hire a wedding planner (if necessary and budget permits)
- ♡ Book your photographer/ videographer
- ♡ Decide on your wedding theme
- ♡ Research your wedding rings
- ♡ Start searching for your dream wedding dress and groom's suit
- ♡ Research your suppliers – stylist, florist, cake, hair stylist, wedding cars, entertainment etc.
- ♡ Decide on a honeymoon destination and meet with a travel agent
- ♡ Order your passport if you plan to travel for your honeymoon (If you have a Passport check the expiry date. As a general rule, passports should have at least six months of validity when traveling internationally. Most countries will not permit a traveller to enter their country unless the passport is set to expire at least six months after the final day of travel)



## 6-9 Months Before Your Wedding

- ♡ Finalise your guest list
- ♡ Decide on your stationery and send out a save the date
- ♡ Order your invitations and thank you cards
- ♡ Plan any pre-wedding events ie Hens Night, Bucks Night, Pre-Wedding Dinner
- ♡ Book any transportation needs and reserve hotel rooms for out-of-town guests
- ♡ Revisit your budget to make sure you're on track and make any adjustments
- ♡ Confirm rentals you require, eg marquee, tables, chairs, linen and table settings





### 3 - 6 Months Before Your Wedding

- ♡ Send out your official wedding invitations
- ♡ Confirm your suppliers: stylist, florist, cake, hair stylist, wedding cars, entertainment etc.
- ♡ Order wedding rings
- ♡ Confirm wedding dress, bridesmaid's dress, groom's and groomsmen suits
- ♡ Formalise gift registry
- ♡ Book honeymoon flights and accommodation
- ♡ Book a hotel room for your wedding night

### 2 Months Before Your Wedding

- ♡ Finalise your Ceremony with your Celebrant
- ♡ Consider if you wish to write your vows and choose any ceremony readings/music
- ♡ Discuss with your Celebrant if there is need for a Ceremony rehearsal
- ♡ Choose your first dance song
- ♡ Pick up wedding rings and ensure sizing is correct
- ♡ Conduct any pre-wedding events ie Hens Night, Bucks Night
- ♡ Consider and purchase thank you gifts for the bridal party
- ♡ Organise a pre-wedding photo-shoot
- ♡ Organise a trial for both hair and make-up

### 3 - 6 Weeks Before Your Wedding

- ♡ Have a final fitting for the entire bridal party
- ♡ Monitor RSVP's and follow up with friends and family who haven't RSVP'd yet
- ♡ Confirm final numbers with the wedding reception
- ♡ Re-confirm honeymoon details with travel agent

### 1 - 3 Weeks Before Your Wedding

- ♡ Meet with your Celebrant to finalise Ceremony details/Conduct Rehearsal
- ♡ Complete the No Impediment for Marriage document with your Celebrant
- ♡ Confirm any last-minute details with your stylist and venue
- ♡ Pick up wedding dress, bridesmaids dresses and groomsmen suits
- ♡ Clean engagement ring
- ♡ Write speeches
- ♡ Reconfirm timings for all booked suppliers
- ♡ Send detailed instructions to your bridal party and vendors, including the final schedule for the ceremony and reception
- ♡ Prepare payment for all your vendors
- ♡ Pack for your honeymoon
- ♡ Relax and enjoy the countdown

### The week before

- ♡ Build a bridal emergency kit with tissues, lipstick, band aids, a sewing kit, safety pins etc.
- ♡ Check the weather forecast and make any required alternative plans
- ♡ Pack all your wedding day items including your rings, booking receipts, passports, shoes, accessories
- ♡ Arrange for someone in your wedding party to transport any gifts or flower arrangements before and after the wedding
- ♡ Arrange for someone to collect the Ceremonial Marriage Certificate from your Celebrant at the conclusion of the Ceremony
- ♡ Finish DIY elements and arrangements
- ♡ Arrange for return of rental items
- ♡ Get as much rest as possible





## Your Wedding Day

- ♡ Enjoy the day
- ♡ Give the rings to the best man/maid of honour
- ♡ Spend a lot of time getting ready
- ♡ Eat breakfast
- ♡ Keep hydrated
- ♡ Attend hair and makeup appointments
- ♡ Include your photographer in the wedding preparation process
- ♡ Give your bridal party their gifts
- ♡ Meet with your vendors and officiant and go over any final arrangements
- ♡ Get dressed
- ♡ Get married!



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