



---- WEDDING PLANNER DIARY ----

6 TO 12 MONTHS TO GO:

- Book your venue and/or caterer and look at sample menus
- Check your date with your minister, priest or book the register office.
- Make a first draft of your guest list.
- Send out "Save the Date" cards.
- Start a wedding scrapbook filled with ideas torn out from the pages of Wedding and Wedding Flowers.
- Hire a wedding co-ordinator (if required).
- Book your photographer.
- Book your videographer (if required).
- Book your wedding cars.
- Order your stationery e.g. invitations etc
- Start looking for your cake maker.
- Make appointments to try on dresses.
- Choose your florist and discuss ideas.
- Book your reception entertainment.
- Begin a health and beauty regime.

4 TO 6 MONTHS TO GO:

- If your wedding isn't in a Church of England, give notice of the marriage to the superintendent registrar at your local register office.
- Prompt your groom to start looking for suits for himself, his best man and the ushers.
- Order your wedding cake.
- Choose and purchase your wedding rings.
- Choose your gift list company and set up your list. Alternatively send monetary poem with invitations asking guests to provide a monetary gift.
- Choose or start making your wedding day favours.
- Reserve accommodation for any guests who need it.
- Reserve any rental equipment such as chairs or glassware (if required)
- Arrange a menu tasting with your caterer.
- Have your first wedding dress fitting with lingerie and shoes.
- Choose your bridesmaid dresses.
- Find and book your hair and make-up artist.
- Plan and book your honeymoon.

2 TO 4 MONTHS TO GO:

- Select your readings and music and confirm your choices with your minister/registrar.
- Send out your invitations, including details of your gift list or monetary poem
- Confirm your booking if you're marrying in a register office.
- Finalise your honeymoon plans, visas, passports and travel insurance.
- Have order of service sheets printed.
- Write your personalised wedding vows, if necessary.
- Schedule a wedding rehearsal for a week before the wedding.
- Buy a guest book.
- Try out various hair and make-up looks.

- Plan your hen and stag parties with your attendants.
- Buy your going-away outfit.
- Book your first-night hotel.
- Contact local or national newspapers if you want to publish your wedding announcement.

1 TO 2 MONTHS TO GO:

- Chase all unanswered invitations and draw up a final guest list.
- Finalise your seating plan.
- Give the final number of guests to your caterer / venue
- Buy the marriage licence from the registrar.
- Have your final dress fitting and confirm the collection date.
- Choose gifts for your wedding party.
- Book your final hair appointment.
- Finalise transport.
- Write thank you notes as people start to buy from your gift list (if you have one). Alternatively arrange for a postbox to be created for your wedding day for guests to place their monetary gifts into.
- Give your fiancé, father and best man a gentle nudge to start working on their speeches.
- Find out where your guests are staying if you plan to deliver gifts or welcome notes to their rooms.
- Hold your hen and stag parties.

2 WEEKS TO GO:

- Write out your placecards or send them to be printed.
- Double check seating plan and send to be printed.
- Type up a list of must-take shots for your photographer.
- Confirm timings with all your key wedding suppliers, including photographer, florist, cake maker and band/DJ.
- Plan your honeymoon wardrobe.
- Remind your fiancé to have a haircut.

1 WEEK TO GO:

- Have a final hair and make-up practice.
- Arrange for the cake to be delivered to the reception venue.
- Reconfirm final numbers with your caterer / venue.
- Hold your wedding rehearsal with the rest of the wedding party.
- Double-check your outfit and accessories.
- Make sure the best man has arranged for the hired outfits to be returned on time after the wedding.
- Wear in your wedding shoes around the house.

THE DAY BEFORE:

- Help to decorate the venue (if necessary).
- Have a manicure and pedicure.
- Have your honeymoon luggage sent to your first-night hotel.
- Eat a light meal, take a bath with lots of bubbles, have an early night – and try to relax.

GOOD LUCK WITH ALL YOUR WEDDING ORGANISING

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