



EVENTS BY DB

We turn ideas into exceptional reality

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Wedding Checklist

9 months before the wedding

month:

- Announce the engagement
- Select wedding date and time
- Hire professional wedding planner/coordinator (Hire Events by DB)
- Determine the type of wedding you want: location, ceremony (rite), time, number of guests
- Consolidate guest list: Bride's, Groom's, Bride's family, Groom's family, and organize
- Determine budget and expenses will be shared
- Develop a record-keeping system for payments
- Select and reserve ceremony site
- Select and reserve reception site
- Select and book your officiant
- Start researching options for photographer, florist, caterer, musician, cake, etc
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- _____
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Wedding Checklist

8 months before the wedding

month:

- Determine wedding theme and motif
- Select and book caterer (sometimes they come with reception venue, sometimes not)
- Select and order your bridal gown
- Select and book photo & videographer
- Order passport, visa, and birth certificate, if needed for honeymoon and marriage license
- Select members of entourage, and ushers (ideal 1 usher to 50 guests)
- Select and book florist
- Select and book your pre-nuptial venue
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Wedding Checklist

6-8 months before the wedding

month:

- Select entourage's dresses, shoes, and accessories
- Select and book ceremony choir
- Select and book reception musician
- Schedule fittings and delivery dates for yourself, groom, and secondary sponsors
- Select and order wedding cake (if not included with your caterer)
- Select and book your hair and make-up artist
- Take your engagement/pre-nuptial photos and videos
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Wedding Checklist

4-6 months before the wedding

month:

- Reserve rental items needed for the ceremony like chairs, lights, sounds, etc
- Finalize guest list
- Select and order wedding favors
- Select and order wedding invitations
- Arrange accommodations for out-of-town guests
- Start planning your honeymoon
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2-4 months before the wedding

month:

- Select and order decorations, if needed
- Apply for your marriage license, attend the necessary seminars and submit all required documents
- Purchase honeymoon attire and luggage
- Select and book transportation for wedding day

Wedding Checklist

- Shop for wedding rings and have them engraved
- Consider having your teeth cleaned or bleached
- Send save the date and/or rsvp to your guests
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6-8 weeks before the wedding

month:

- Mail the invitations. Include map of ceremony and reception sites
- Determine hairstyle and make-up
- Purchase shoes and accessories
- Finalize shopping for wedding day accessories
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Wedding Checklist

2-6 weeks before the wedding

month:

- Confirm ceremony details
- Arrange final fitting and pick-up for yourself, groom and secondary sponsors
- Finalize seating arrangement
- Make a detailed timeline for yourself and wedding party
- Make detailed timeline for your suppliers
- Confirm details with all wedding suppliers, including attire. Give them copies of timeline.
- Start packing for honeymoon
- Contact guests who haven't responded
- Send copies of misalette to entourage
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Wedding Checklist

The last week before the wedding

month:

- Review schedule of events and last minute arrangements with your suppliers
- Confirm all honeymoon reservations and accommodations
- Finish packing for honeymoon
- Arrange who will distribute entourage flowers and souvenirs
- Arrange who will return the rental items after the event
- _____
- _____
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The wedding day

month:

- Eat
- Relax
- Smile
- _____
- _____
- _____
- _____
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