



Short Engagement (3-6 Months)

four, five + Six Months Away

Arrange for families to meet
Arrange budget.
Book the date.
Book wedding planner.
Book wedding coordinator (rehearsal/day-of wedding).
Book locations (ceremony, reception).
Book officiant.
Book band for ceremony.
Book band or DJ for reception.
Book blocks of rooms for out-of-town guests.
Book caterer.
Book decorator.
Book florist.
Book photographer.
Book videographer.
Book other vendors that need to be hired (tents, chairs, dishware, linens, lighting, etc.) (artpancake.com, grandcentralparty.com)
Choose and ask wedding party.
Choose and purchase wedding dress.
Choose and purchase bridesmaids' dresses or give parameters for them to purchase.
Choose and purchase flower girl's dress or give parameters for them to purchase.
Choose and purchase groom's outfit and accessories with groom.
Choose and purchase groomsmen outfits or give parameters for them to purchase with groom.
Compile guest list with addresses.
Create and review wording for invitation with groom.
Create save-the-date cards or online eblast.
Set up wedding website (theknot.com, mywedding.com, ourweddingday.com)
Edit invitation wording (have 2-3 people edit).
Negotiate group discount with airline for out-of-town guests.
Order invitations.
Order maps to wedding or reception if needed.
Order thank you notes.
Schedule date to register for wedding gifts with groom.
Schedule engagement photo shoot, if doing one.
Schedule dates for assembling décor if needed.
Schedule doctor appointments for birth control, etc.
Schedule walk-through of ceremony and reception site(s).
Send save-the-date cards or online eblast.
Purchase groom's wedding ring.

Three Weeks Away

	Address wedding announcements and give to a family member to mail the day or day after the wedding, if doing so.
	Arrange for someone to send marriage certificate after marriage (usually the wedding coordinator).
	Book morning-after flowers for parents (write the card so it's in your handwriting and give it to the florist).
	Email your work colleagues regarding the time you'll be away for honeymoon and set out-of-office response on email and voicemail.
	Gather guest book; pen; handkerchief; garter; something old, new, borrowed, blue, candle, cake knife/server, flutes, tossing bouquet).
	Print out pre-marital certificate for marriage license.
	Send change-of-address form to post office, if moving.
	Send timeline to wedding party and all involved.
	Shop for any medications (including disposable contact lenses, allergy meds, and birth control) you'll need for the honeymoon.
	Shop for gifts for out-of-town guests and arrange to have them placed in their rooms or available at front desk of hotel.
	Shop for thank-you gifts for parents and wrap them.

Two Weeks Away

	Arrange for someone to check on your home and take in packages while you're away.
	Check registries to make sure enough gifts remain at different price levels (check every few days up until the wedding)
	Create final draft of vows and give to wedding coordinator.
	Create order of service for rehearsal dinner with groom.
	Review duties with wedding party.
	Schedule final meeting with florist; discuss which flowers are actually available; review schedule
	Schedule final pre-wedding facial (if you can't squeeze it in, skip it rather than having it closer to the wedding.)
	Schedule final pre-wedding hair color appointment.
	Schedule pet-sitter for rehearsal, wedding and honeymoon.
	Touch base with overseers to make sure they've got their volunteers in place & answer questions.
	Wrap gifts for bridesmaids and groomsmen.
	Write as many thank-you notes as you can. Try to keep up before the final deluge of gifts.
	Write cards for all coming to rehearsal dinner.
	Write toasts and speeches for rehearsal dinner and reception.
	Contact anyone who hasn't replied by RSVP deadline.

One Week Away

	Check in with groom to make sure everything he's in charge of is in order.
	Check weather forecast for wedding day.
	Confirm food and bar menu details with caterer.
	Finalize seating arrangements.
	Make arrangements to hold mail and stop newspapers during the honeymoon.
	Pack for honeymoon and wedding night.
	Pick up wedding dress.
	Prepare tip envelopes for vendors by putting cash into marked envelopes.
	Ask wedding coordinator to distribute tip envelopes to vendors on day of wedding.
	Send seating chart to photographer to go with shot list.
	Send seating chart to videographer to go with list of people to be interviewed.
	Make arrangements with maid of honor and best man to give thank you gifts/cards to parents the day after wedding.

Five Days Away

	Confirm all vendors the Monday before the event.
	Give final head count to caterer the Monday before the event. (Check your contract for actual deadline in case it's different.)
	Pack carry-on for plane.
	Prepare payment or donation for officiant and checks for vendors who get paid on wedding day.

Four Days Away

	Write thank-you notes to parents for all their support.
	Pack bag for wedding day, including emergency day kit and a pair of comfy shoes for late-night dancing.

Three Days Away

	Check weather forecast for wedding and honeymoon.
	Confirm that bridesmaids have their outfits completely put together, including shoes and accessories.
	Give favors to person who will set them up or distribute them.
	Give guest book, cake knife, toasting glasses to person who will put them in place.
	Give programs, and anything else you're handing out at ceremony to person who will distribute them.
	Give seating cards and place cards to person who will be putting them out.
	Practice vows.

Two Days Away

	Deliver in-room gifts to out-of-towners on the day they arrive
	Ask maid of honor to confirm that caterer will freeze top layer of cake and arrange for it to be taken to your home.
	Give marriage license to wedding coordinator and confirm she will get it signed by officiant.
	Get final steaming for wedding gown.
	Give gifts and thank you cards to maid of honor and best man to give to parents on the day after wedding.

One Day Away

	Get manicure, pedicure and lunch with bridesmaids, mothers, sisters, close friends, etc.
	Get rings cleaned.
	Give gifts to members of bridal party.
	Give tip envelopes to wedding coordinator to distribute them to vendors.
	Go over any specific jobs for members of bridal party, such taking gifts from the reception to your home.
	Practice speeches and vows.
	Review and finalize seating chart, adjusting for last-minute cancellations.
	Rehearse ceremony.
	Enjoy rehearsal dinner.

Wedding Day

	Relax and enjoy the day!
	Take regular medications for allergies, birth control, etc.

After Wedding

	Call any special vendors to thank them.
	Enjoy the day-after brunch.
	Make a note of any stains on wedding gown; if there are any bad ones, don't wait to take it to the cleaner.
	Schedule dress cleaning and boxing.
	Send bouquet to the preservation service, if preserving.
	Thank attendants and anyone you didn't get to thank the day of the wedding.

