

WEDDING CHECKLIST

A COMPREHENSIVE CHECKLIST FOR A SEAMLESS WEDDING PLANNING

TIMELINE
12 - 18 Months Before

TO DO	NOTES
Set wedding date	<input type="checkbox"/>
Preliminary guest list <i>(estimated total)</i>	<input type="checkbox"/>
Set overall budget <i>with a 10% buffer</i>	<input type="checkbox"/>
Research and book venue <i>(ceremony & reception)</i>	<input type="checkbox"/>
Explore venue packages, inclusions & services	<input type="checkbox"/>
Book wedding planner	<input type="checkbox"/>
Wedding theme or style <i>(eg. moodboard)</i>	<input type="checkbox"/>
Research and book photographer, videographer, caterer	<input type="checkbox"/>
Create wedding website	<input type="checkbox"/>

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TIMELINE
9–11 Months Before

TO DO	NOTES
Finalise guest list	<input type="checkbox"/>
Send save-the-dates	<input type="checkbox"/>
Book entertainment	<input type="checkbox"/>
Book officiant	<input type="checkbox"/>
Book florist, stylists, décor	<input type="checkbox"/>
Order wedding dress	<input type="checkbox"/>
Bridesmaids' attire	<input type="checkbox"/>
Groomsmen attire (choose / plan)	<input type="checkbox"/>
Arrange engagement photo shoot	<input type="checkbox"/>
Start researching and booking honeymoon	<input type="checkbox"/>
Discuss transport and guest accommodation options	<input type="checkbox"/>

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TIMELINE
6-8 Months Before

TO DO	NOTES
Confirm menu and catering details	<input type="checkbox"/>
Book hair and makeup artists	<input type="checkbox"/>
Book wedding transport (cars, buses, etc.)	<input type="checkbox"/>
Choose and order wedding cake	<input type="checkbox"/>
Purchase wedding rings	<input type="checkbox"/>
Begin fittings for wedding dress	<input type="checkbox"/>
Organise wedding insurance	<input type="checkbox"/>
Start any DIY projects (favours, décor)	<input type="checkbox"/>
Confirm honeymoon plans (flights, passports)	<input type="checkbox"/>

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TIMELINE
4-5 Months Before

TO DO	NOTES
Plan and finalise the ceremony structure (<i>vows, readings, music</i>)	<input type="checkbox"/>
Create wedding day timeline	<input type="checkbox"/>
Arrange wedding night accommodation	<input type="checkbox"/>
Purchase wedding attire accessories (<i>veil, shoes, jewellery</i>)	<input type="checkbox"/>
Finalise bridal party attire and gifts	<input type="checkbox"/>
Start working on seating plan	<input type="checkbox"/>
Organise guest favours	<input type="checkbox"/>
Confirm all major bookings (<i>venue, vendors</i>)	<input type="checkbox"/>
Book any final honeymoon activities	<input type="checkbox"/>

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TIMELINE
2-3 Months Before

TO DO	NOTES
Send invitations	<input type="checkbox"/>
Final dress fittings (bride and bridal party)	<input type="checkbox"/>
Apply for marriage licence (if required)	<input type="checkbox"/>
Confirm guest numbers with caterer	<input type="checkbox"/>
Confirm transport and accommodation	<input type="checkbox"/>
Plan beauty treatments (facials, waxing, etc.)	<input type="checkbox"/>
Prepare your emergency kit	<input type="checkbox"/>
Finalise MC notes and speeches	<input type="checkbox"/>
Review vendor details and delivery times	<input type="checkbox"/>

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TIMELINE
1 Month Before

TO DO	NOTES
Final dress fitting	<input type="checkbox"/>
Confirm final guest list and dietary needs with caterer	<input type="checkbox"/>
Confirm details with all suppliers	<input type="checkbox"/>
Review and confirm wedding day itinerary	<input type="checkbox"/>
Finalise seating chart and place cards	<input type="checkbox"/>
Break in wedding shoes	<input type="checkbox"/>
Prepare wedding party gifts	<input type="checkbox"/>
Pack for honeymoon	<input type="checkbox"/>
Organise any final beauty appointments	<input type="checkbox"/>
Pay any remaining balances to suppliers	<input type="checkbox"/>

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TIMELINE
1 Week Before

TO DO	NOTES
Reconfirm all bookings and vendor timings	<input type="checkbox"/>
Pick up wedding attire	<input type="checkbox"/>
Prepare day-of emergency kit (lip balm, sewing kit, tissues, stain remover, power bank)	<input type="checkbox"/>
Rehearse ceremony (with bridal party)	<input type="checkbox"/>
Pack overnight bag for wedding night	<input type="checkbox"/>
Prepare vendor payments and tips	<input type="checkbox"/>
Arrange on-the-day details (guestbook, table numbers, cake knife)	<input type="checkbox"/>
Confirm music list and AV equipment with DJ or band	<input type="checkbox"/>

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TIMELINE
Wedding Day

TO DO	NOTES
Eat a good breakfast	<input type="checkbox"/>
Allow enough time to get ready	<input type="checkbox"/>
Ensure rings, vows, marriage licence are ready	<input type="checkbox"/>
Enjoy some quiet moments with your partner	<input type="checkbox"/>
Bring the emergency kit	<input type="checkbox"/>
Hand over coordination to the venue or on-the-day coordinator	<input type="checkbox"/>

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TIMELINE
Post Wedding

TO DO	NOTES
Preserve or clean wedding dress	<input type="checkbox"/>
Review, select, and order wedding photos or video	<input type="checkbox"/>
Return rentals and collect leftover items	<input type="checkbox"/>
Write and send thank-you cards	<input type="checkbox"/>

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