



# Wedding Planner

## OVERVIEW

Couple's Names:	<input type="text"/>	Wedding Date:	<input type="text"/>
Ceremony Time:	<input type="text"/>	Ceremony Location:	<input type="text"/>
Reception Time:	<input type="text"/>	Reception Location:	<input type="text"/>
Estimated Guest Count:	<input type="text"/>	Wedding Theme:	<input type="text"/>
Total Budget:	<input type="text"/>	Wedding Planner Contact:	<input type="text"/>

## FINANCIAL PLAN

Category	Estimated Cost	Actual Cost	Paid	Notes
Venue	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Deposit paid, balance due
Catering	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Confirm menu by <input type="text"/>
Wedding Dress	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Tailoring included
Photography	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Waiting on quote
Decorations	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	DIY flowers
Invitation Cards	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Printed locally
Entertainment	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	DJ or live band? TBD
Miscellaneous	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Buffer for unexpected costs





## WEDDING COUNTDOWN

### Month Before Task Checklist

- 12 Months
- ☐ Set wedding date
  - ☐ Create budget
  - ☐ Book venue
  - ☐ Hire wedding planner

### Month Before Task Checklist

- 11 Months
- ☐ Start guest list
  - ☐ Research vendors
  - ☐ Choose wedding theme

### Month Before Task Checklist

- 10 Months
- ☐ Book photographer
  - ☐ Book catering
  - ☐ Start dress shopping

### Month Before Task Checklist

- 09 Months
- ☐ Book entertainment
  - ☐ Order save-the-dates
  - ☐ Schedule engagement shoot

### Month Before Task Checklist

- 08 Months
- ☐ Order dress and suit
  - ☐ Choose bridal party
  - ☐ Start decor planning

### Month Before Task Checklist

- 07 Months
- ☐ Book makeup and hair artist
  - ☐ Plan honeymoon
  - ☐ Finalize guest list

### Month Before Task Checklist

- 06 Months
- ☐ Order invitations
  - ☐ Arrange transport
  - ☐ Select a cake designer

### Month Before Task Checklist

- 05 Months
- ☐ Schedule dress fittings
  - ☐ Confirm rentals
  - ☐ Plan ceremony details

### Month Before Task Checklist

- 04 Months
- ☐ Send invitations
  - ☐ Plan rehearsal dinner
  - ☐ Confirm all bookings

### Month Before Task Checklist

- 03 Months
- ☐ Final dress fitting
  - ☐ Prepare wedding vows
  - ☐ Purchase accessories

### Month Before Task Checklist

- 02 Months
- ☐ Confirm RSVP list
  - ☐ Create seating chart
  - ☐ Finalize timeline

### Month Before Task Checklist

- 01 Months
- ☐ Confirm vendors
  - ☐ Pack for honeymoon
  - ☐ Relax and enjoy bridal shower



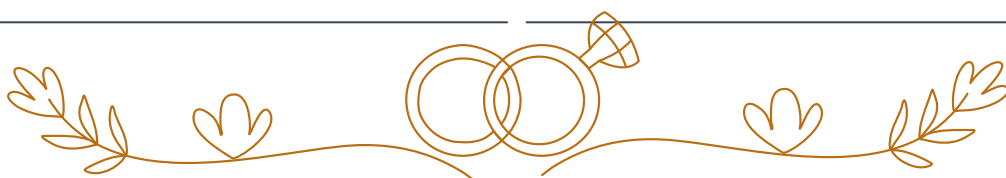


## VENDOR CONTACT LIST

Category	Vendor Name	Contact Info	Booked Date	Payment Status	Notes
Venue				<input type="checkbox"/>	Max _____ guests
Catering				<input type="checkbox"/>	
Photographer				<input type="checkbox"/>	
Makeup Artist				<input type="checkbox"/>	
Decoration				<input type="checkbox"/>	
Entertainment				<input type="checkbox"/>	

## GUEST LIST

Guest Name	Relationship	Guest Name	Relationship





## WEDDING DAY TIMELINE

Time	Activity	Person In Charge	Notes
07:00 AM	Bride and Groom Wake-Up	Self	Light breakfast, hydrate
08:00 AM	Hair and Makeup Begins		Bridesmaids too
09:00 AM	Family Friends	Photographer	Start with prep shots
10:00 AM	College Friend	Bride, Groom	Final touches
11:00 AM	Getting Dressed	Photographer	Optional
12:00 PM	Family Friends	Guest Coordinator	Welcome drinks
01:00 PM	Family Friends	Guest Coordinator	
02:00 PM	Ceremony Begins	Officiant	
03:00 PM	Friends		
04:00 PM	Reception Starts		
05:00 PM	College Friend	Guest Coordinator	
06:00 PM	Speeches and Toasts	Guest Coordinator	
07:00 PM	First Dance	Couple	
08:00 PM	Cake Cutting	Couple	
09:00 PM	Late Night Snacks	Caterer	
10:00 PM	Grand Exit	Planner	Sparkler/Car getaway

