

## PERFECT PRESS INVITATIONS

# Wedding Checklist

We know planning a wedding can be a potentially stressful endeavor, that is why we compiled this handy timeline list to help keep you on track! Please note, not all of these items may apply to everyone. Don't forget to contact us for all of your event stationery needs, from the Save the Dates to Day Of items!

### -12 Months Out-

- Announce your engagement & plan an engagement party. We can print your invites!** 
- Place an engagement announcement in your local newspaper
- Work on the budget
- Choose a wedding date - select a few days in case your first choice is booked
- Reserve ceremony and reception site(s)
- Begin a rough guest list and compile current addresses. Download our excel template to help you get started!
- Decide on who you'd like to have as your attendants.
- Begin shopping for your wedding gown
- Set up a wedding website

### -6 Months Out-

- Select and purchase wedding favors and wedding favor accessories. Merchant's can help with tags and labels!** 
- Purchase any desired ceremony and reception decorations - unity candles, aisle runner, etc.
- Start researching wedding cake pictures and bakeries for ideas
- Book your honeymoon and verify that you have any necessary travel documents including passports and visas
- Finalize your guest list and send out Save the Dates.
- Compile a list of area information and things to do for out-of-town guests
- Reserve transportation for you and your wedding party to and from the wedding

### -4 Months Out-

- Order your wedding invitations, invitation envelopes and thank you cards through Merchant's after your proofing/approval** 

### -9 Months Out-

- Research and choose one or more bridal gift registries
- Order your wedding gown and accessories
- Begin shopping for bridesmaids dresses
- Find an officiant who will perform your ceremony
- Research vendor websites and blogs, schedule appointments and book ceremony musicians, a wedding band or DJ, photographer, videographer and florist
- Begin designing/order your Save the Dates** 
- Book a consultation with one of our invitation specialists to start the wedding stationery design process!** 

### -3 Months Out-

- Mail out invitations (3 months out for destination weddings/6-8 weeks out for local weddings)** 
- Obtain a marriage license
- Order tuxedos for the groom and groomsmen
- Meet with your officiant to discuss ceremony details, wording and wedding vows
- Select wedding readings
- Order your wedding cake
- Buy thank-you gifts for your attendants, flower girl and ring bearer
- Shop for a gift for your new spouse-to-be
- Select and purchase wedding rings, and have them engraved if desired
- Coordinate and choose a location for the rehearsal dinner
- Book any other specialty services - ice sculptures, photo booths, etc.

### 1 Month Out

- Contact Merchant's to get started on your Day-Of stationery: Ceremony Programs, Seating Chart for the reception, Table Numbers and Place Cards** **P**
- Print out a timeline of events for your wedding party and vendors - include contact information and cell phone numbers
- Meet with your photographer to finalize your wedding photo list of any must-have photos
- Contact your florist to confirm your final flower order (bouquets, boutonnieres, centerpieces, etc.) and go over any decor details or venue logistics for your day.
- Finalize your ceremony and reception music and song lists for your wedding band or DJ
- Place a wedding announcement in your local newspaper
- Plan a bridal luncheon or dinner with your bridesmaids
- Pick up wedding bands and make sure the fit is good
- Schedule a final wedding dress fitting
- Write rehearsal dinner toasts

### 1 Week Out

- Pick-up your Day-Of printed items (Seating Chart, Place Cards, Programs, etc.)** **P**
- Write out final checks to your wedding vendors (each organized in an envelope) and let your wedding coordinator or one of your attendants distribute at the wedding
- Pick up your wedding gown
- Confirm transportation reservations
- Pack for your honeymoon and confirm travel arrangements
- Have your post office hold your mail, if necessary, while you are on your honeymoon

## *The Wedding Day*

- Set aside some time before the festivities to share gifts with your bridesmaids.
- Eat a healthy breakfast

*Enjoy your day and congratulations!*