

your ultimate checklist

EXPERT TIP BY UNMISTAKABLY YOU (♥) (www.unmistakablyyou.com) London, ON

Congratulations—you're engaged! First, take a moment to soak up that just-said-yes bliss. This is one of the most exciting seasons of your life, after all, and you deserve to enjoy every second of it.

The checklist is a comprehensive list of everything we could think of that you may need to do. We've sorted it into a timeline to help keep your planning on track and your stress low. Not all items will require your attention and should be skipped over.

12-24+ Months in Advance

- ♥ Protect your Engagement Ring with your Homeowner's Insurance
- ♥ Set a Date
- ♥ Select & Ask Attendants
- ♥ Draft the Guest List
- ♥ Hire a Wedding Planner
- ♥ Determine the Type of Wedding (formal, informal, etc)
- ♥ Determine A Colour Scheme
- ♥ Set a Budget
- ♥ Choose and Book a Ceremony Location
- ♥ Select an Officiant (clergy or lay)
- ♥ Choose and Book a Reception Location
- ♥ Book a Caterer
- ♥ Research & Book Photographer
- ♥ Research & Book Videographer
- ♥ Research & Book Florist
- ♥ Research & Book Decorator
- ♥ Research & Book Ceremony Musicians
- ♥ Research & Book DJ/Band
- ♥ Select Bridal Gown, Veil & Accessories
- ♥ Design & Send "Save The Date" Cards

6-8 Months in Advance

- ♥ Rent Tent, Tables, Chairs, Linens, Dance Floor (if required)
- ♥ Order Invitations & Other Stationery
- ♥ Choose Bridesmaids' Dresses
- ♥ If Making Wine, Start Now So It Can Age
- ♥ Plan Reception Menu With Caterer/Venue
- ♥ Start A Wedding Registry

- ♥ Book Hair & Makeup (If Date Is In High Season)
- ♥ Engagement Photoshoot
- ♥ Compile Master Guest List, Including Addresses
- ♥ Create A Wedding Website
- ♥ Schedule Marriage Counselling (if required/desired)

4-6 Months In Advance

- ♥ Plan Rehearsal Dinner
- ♥ Reserve Accommodations for Out Of Town Guests
- ♥ Book Rooms for Wedding Night
- ♥ Select Bakery and Order Cake
- ♥ Purchase/Arrange For Rental of Decor Items
- ♥ Select and Book Transportation
- ♥ Write Thank You Cards For Gifts As Received
- ♥ Apply for or renew Passports for Honeymoon (if needed)
- ♥ Purchase or Rent Suits or Tuxedos

2-4 Months in Advance

- ♥ Send Invites (No More Than 12 Weeks Prior)
- ♥ Book Hair and Makeup Trials
- ♥ Finalize Floral Order
- ♥ Select Wedding Ceremony Music
- ♥ Purchase/Engrave Gifts For Attendants
- ♥ Purchase/Make Guest Favours
- ♥ Order Bride & Groom Gifts
- ♥ Buy Wedding Rings and Have Them Engraved
- ♥ Meet With Officiant To Personalize Service
- ♥ Obtain Special Occasion Permit & PAL Insurance
- ♥ Plan & Organize Activities For Out Of Town Guests

1-2 Months In Advance

- ♥ Purchase Marriage License (no more than 3 months in advance)
- ♥ Visit Reception Site and Determine Layout of Space and Placement of Elements
- ♥ Choose Linens & Place Settings to Coordinate With Flowers & Centerpieces
- ♥ Book Attire Fittings & Break-In Shoes
- ♥ Attend Wedding Showers
- ♥ Write Vows
- ♥ Finalize transportation schedule
- ♥ Receive and Record RSVP's (usually 3/4 weeks in advance)
- ♥ Follow Up With Guests Who Haven't RSVP'd
- ♥ Confirm Attendants Attire is in Order
- ♥ Start Changing Addresses on Bills/Mail (if you're moving)
- ♥ Research Name Change (If needed)
- ♥ Plan "Something New, Old, Borrowed, Blue and a Sixpence For Your Shoe"
- ♥ Address Announcements For Guests Who Live Abroad Unable To Attend

2-3 Weeks In Advance

- ♥ Send Wedding Announcement To Newspaper (optional)
- ♥ Create Family Photo Groupings List, Send to Photographer
- ♥ Assign Reception Seating
- ♥ Make/Order Seating Chart, Table Numbers, Placecards/Escort Cards
- ♥ Confirm Rehearsal Plans With Attendants, Musicians, Officiant
- ♥ Finalize Ceremony Details With Officiant And Readers/Musicians
- ♥ Purchase Alcohol With Your SOP (If Doing Your Own Bar)
- ♥ Pick Up Rings and Confirm Fit

ABOUT UNMISTAKABLY YOU:

The Unmistakably You team is obsessed with all things wedding! Their mission is simple: give busy couples the peace of mind they need to truly believe that their wedding will be a unique reflection of them as a couple, and ensure that they will be able to relax and enjoy their wedding day.

1 Week In Advance

- ♥ Prepare Itinerary Of The Day For You and Attendants. Make Sure You Leave Time To Eat!
- ♥ Give Final Numbers To Caterer
- ♥ Call and Confirm Details/Delivery Times With All Vendors
- ♥ Pick Up Attire and Accessories
- ♥ Review Best Man Duties With Him
- ♥ Give Itinerary To MC
- ♥ Prepare A List Of Special Ceremony Seating and Give To Ushers
- ♥ Prepare A Must Have Photo List For Photographer
- ♥ Confirm Honeymoon Details
- ♥ Pack For Honeymoon

Several Days In Advance

- ♥ Pick Up Tuxedos, Make Sure Dress Is Wrinkle-Free
- ♥ Pack Boxes of Things To Be Taken To Ceremony and Reception
- ♥ Attend Spa Appointments
- ♥ Put Final Vendor Payments and Gratuities In Envelopes

The Day Before

- ♥ Pack Getaway Car
- ♥ Give Payment/Thank You Card Envelope To Most Trusted Party Member
- ♥ Instruct Them To Give To Officiant and Vendors
- ♥ Arrange For Someone To Bring Flowers And Decor From Ceremony To Reception
- ♥ Arrange For Someone To Mail Announcements The Day After The Wedding
- ♥ Arrange For Someone To Return Rentals (linens, tux, cake stand etc.)
- ♥ Drop Off Programs, Decor, Seating Chart, Escort Cards, etc at Ceremony and Reception Venues
- ♥ Attend Rehearsal and Rehearsal Dinner
- ♥ Drink 3 Extra Glasses of Water
- ♥ Get A Good Night's Rest (BOTH OF YOU!)