

Your Wedding Planner

A civil wedding can be less formal than a religious wedding, with more opportunities to personalise the ceremony. Consider including special music or readings that reflect your unique tastes and love for each other.

venue

Location.....
 Contact.....
 Address.....

Phone..... Mobile.....
 Email.....
 Website.....

Ceremony style.....
 Venue capacity.....
 Other weddings on the same day.....
 Exclusive use of venue.....
 Date of ceremony..... time.....

Venue hire.....
 TOTAL PRICE.....

Deposit..... date due.....
 Balance..... date due.....
 Marriage licence/certificate..... price.....
 Rehearsal date..... time.....
 Rehearsal dinner date..... time.....

officiant

Name.....
 Address.....

Phone..... Mobile.....
 Email.....
 Website.....

Fee..... date due.....

the service

Vows.....
 Witness 1.....
 Witness 2.....
 Reading.....

Reader's name.....
 Reading.....

Reader's name.....
 Songs.....
 Music.....

Before the ceremony.....
 Processional music.....
 During signing of register.....
 Recessional music.....

After the ceremony.....
 Musician..... price.....

Singer..... price.....
 Stereo/sound system..... price.....
 Other..... price.....
 Order of service.....

timing

Set-up with flowers/decorations etc.....
 Organised by.....
 Arrival of usher/s.....
 Arrival of photographer/videographer.....
 Arrival of musician/s.....
 Arrival of groom.....
 Arrival of guests.....

permission

Location.....
 Photographs.....
 Video.....
 Sound recording.....
 Confetti.....
 Candles.....
 Other.....

things to consider

- ♥ One order of service per couple should suffice, however some people prefer to take one each if they are unsure of the songs. Provide the officiant and bridal party with a copy well before the ceremony.
- ♥ If you are getting married in a registry office, contact your local registry office.

the ceremony

civil wedding

