

Your Wedding Planner

This guide will help you keep everything under control and running smoothly. It allows an average of six to 12 months' preparation, and is based on a traditional style wedding and conditions in the larger centres. If you plan to get married in a shorter time or have a different style of wedding, don't worry, the planning and order will remain much the same. Delete any items that don't concern you and insert any extra items, then just tick off your achievements as you go.

6-12+ months

- ♥ Discuss the budget and type of wedding and who will pay for what.
- ♥ Choose the date, the time of year and time of day.
- ♥ Decide on the wedding colour scheme and/or theme.
- ♥ Compile a guest list in consultation with both families.
- ♥ Book the ceremony site.
- ♥ Book the reception venue.
- ♥ Choose and book the caterers.
- ♥ Decide on the attendants and ushers.
- ♥ Start looking for the bridal gown.
- ♥ Start beauty treatments.
- ♥ Choose and book the officiant.
- ♥ Choose and book the florist.
- ♥ Choose and book the photographer and/or videographer.
- ♥ Choose and book the musicians/DJ.
- ♥ Order transportation to and from the ceremony and reception.
- ♥ Talk to a wedding planner, if desired.
- ♥ Organise your engagement party.
- ♥ Choose the bridal gown.

Your wedding's vital stats:

Date.....
Time.....
Location/s.....
Overall budget.....
Size of guest list.....
Number of attendants.....
Officiant.....
Contact details of wedding planner (if applicable).....

Notes.....
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cont...

countdown

when it all starts



Your *Wedding* Planner

3 weeks

Monday.....

Tuesday.....

Wednesday.....

Thursday.....

Friday.....

Saturday.....

Sunday.....

Notes.....

countdown

three weeks to go



Your Wedding Planner

2 weeks

- ♥ Try on the bridal gown with all the accessories.
- ♥ Wear in your wedding shoes.
- ♥ Make sure all garments are clean and wrinkle-free.
- ♥ Check that place cards and all other table settings are in order.
- ♥ Give final numbers to your caterer.
- ♥ Confirm the wedding-day schedule with all participants.
- ♥ Organise for someone to look after any out-of-town guests due to arrive.

Monday.....

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Tuesday.....

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Wednesday.....

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Thursday.....

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Friday.....

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Saturday.....

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Sunday.....

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Notes.....

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countdown

two weeks to go



Your Wedding Planner

countdown

one week to go

1 week

- ♥ Have the wedding rehearsal.
- ♥ Groom to: arrange for the bestman to have the rings and service sheets on the day.
- ♥ Check that suits and any hire items are collected.
- ♥ Check all the honeymoon arrangements and pack your suitcases.
- ♥ Ensure that the bride's mother or an appropriate person is responsible for taking home the bride's gown and accessories after the wedding.
- ♥ Arrange for the bestman to return the groom's and attendants' hired suits.
- ♥ Make final checks on all arrangements.

Monday.....

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Tuesday.....

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Wednesday.....

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Thursday.....

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Friday.....

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Saturday.....

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Sunday.....

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Notes.....

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Your Wedding Planner

the day before

Check everything is going to schedule (if it's not: delegate!), then just relax.

7:00 am

8:00 am

9:00 am

10:00 am

11:00 am

12:00 pm

1:00 pm

2:00 pm

3:00 pm

4:00 pm

5:00 pm

6:00 pm

7:00 pm

8:00 pm

9:00 pm

10:00 pm

11:00 pm

countdown

the day before



Your Wedding Planner

Like any large event, your wedding needs a schedule to run smoothly. The time of your ceremony will dictate the rest of the schedule. Use the spaces provided in our handy chart, which is based on a mid-afternoon ceremony, to help plan your own wedding day.

Countdown

on the day

Girls		Your times
7.30	Wake up. Eat a substantial breakfast, shower and put on a button-up shirt to prevent spoiling your hair or makeup. If your gown is strapless don't wear a bra.	
9.00	Hair. Time your hair trial or allow an hour for each person, depending on the number of hairstylists, plus any travel time needed.	
11.00	Makeup. Allow 40 minutes for the bride and each of the bridesmaids.	
	Flowers. These should be picked up or dropped off at some point in the morning by someone outside of the bridal party.	
12.30	Lunch. Remember to eat as you may not have a chance to during the rest of the afternoon.	
1.00	Dress. Once hair and makeup is done, the bridesmaids should put on their dresses before helping the bride into her gown.	
1.45	Photos with parents and bridesmaids.	
2.20	Bride, her attendants and parents depart for ceremony (based on the venue being half an hour away).	
2.50	Bride, her attendants and parents arrive at the ceremony venue.	

Guys		Your times
9.00	Wake up, shower and shave. Eat a substantial breakfast.	
10.00	The lads often have a bit more time on their hands before the wedding, which could be spent doing any last minute set-up jobs or just relaxing.	
12.30	Lunch. Remember to eat as you may not have a chance to during the rest of the afternoon.	
1.50	Depart for ceremony venue (based on the venue being half an hour away).	
2.20	Groom and groomsmen arrive at the ceremony venue to greet guests and check everything is in order.	

The Wedding		Your times
3.00	Ceremony. Your celebrant or minister should be able to give you an indication of how long this will take, usually about 20-30 minutes. Allow an extra 15 minutes for any unexpected delays.	
3.45	Mingle with guests and have photos with family members. To ensure this happens quickly, provide the MC and photographer with a list of who needs to be in each photo.	
4.15	Wedding party photos. If you're having these offsite, make sure you allocate travelling time.	
5.45	Bride and groom arrive at the reception.	
6.00	Dinner and speeches. Speeches generally take place before or directly after the entrée, leaving the speechmakers free to enjoy their dinner.	
8.30	Cutting the cake. The bridesmaids may pass around the cake.	
9.00	The first dance, then the bride and groom are free to enjoy the party with their guests.	
12.00	Bride and groom depart. It's traditional for them to leave before their guests; if you're planning on partying into the night, have the MC announce that guests are free to leave as they wish.	

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