

MY WEDDING LIST

We Hope This Helps You!

**#1 Its your day – your vision: Consider starting by writing down those things you dreamed about. Be careful of chasing trends as your vision may get lost in the chase... Example: All out dance party, Fairy tale, Lighting-Everyone had a blast dancing, etc...
MAKE SURE who you select aligns with your vision**

TO DO AS SOON AS POSSIBLE	
<input type="checkbox"/>	Select a wedding date, location and time.
<input type="checkbox"/>	Discuss a budget and how expenses will be shared. Open a separate bank account for the wedding fund.
<input type="checkbox"/>	Agree on the size and how formal the wedding will be.
<input type="checkbox"/>	Call clergyman/officiator to confirm date and schedule appointment to discuss ceremony.
<input type="checkbox"/>	Select a wedding photographer.
<input type="checkbox"/>	Select Entertainment
<input type="checkbox"/>	Start drafting your guest list. Inform bride and groom's family of the number they can invite and by which date you need their list.
<input type="checkbox"/>	Organise your engagement announcement in the newspaper.
<input type="checkbox"/>	Begin planning a honeymoon destination.
<input type="checkbox"/>	Select colour scheme - theme of your wedding.
<input type="checkbox"/>	Order invitations, personal stationery and monogrammed favours for reception.
<input type="checkbox"/>	Choose wedding attendants for both bride and groom. Find out their sizes.
<input type="checkbox"/>	Organise the master of ceremonies for your reception- this is usually the bandleader.
<input type="checkbox"/>	Start looking for and order the bridal gown – schedule the fittings and delivery date.
<input type="checkbox"/>	Choose a caterer and plan the menu.
<input type="checkbox"/>	Choose a florist that best suits your floral design requirements.
<input type="checkbox"/>	Order attendant's gowns and schedule the fittings and delivery date.
<input type="checkbox"/>	Book wedding transportation for bridal party.
	Notes

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THREE TO SIX MONTHS AHEAD	
<input type="checkbox"/>	Address and mail invitations.
<input type="checkbox"/>	Sign up for your bridal registry and select gift options.
<input type="checkbox"/>	Order cake.
<input type="checkbox"/>	Buy or hire the formal wear for the groom and his attendants.
<input type="checkbox"/>	Order rental equipment: eg. marquee, tables, chairs etc.
<input type="checkbox"/>	Inform attendants of fitting schedules and of any accessories they may need to buy.
<input type="checkbox"/>	Begin making transportation and accommodation arrangements for out of town guests and the wedding party.
<input type="checkbox"/>	Begin personal shopping for clothes needed for pre-wedding parties or honeymoon.
	Make any necessary personal appointments – bank, solicitor, health check-up, beauty, hairdresser, etc.
	Select your Music –Playlist, 1 st dances, Don't Play List
	Order of Bridal Party
	Speeches
	Notes

WEDDING CHECKLIST

ONE to TWO MONTHS AHEAD

- ☐ Confirm details with all wedding vendors that all arrangements are proceeding smoothly to your plan, i.e. caterer, florist, photographer, videographer, musicians, limo, hotel/reception manager, etc.
- ☐ Buy wedding rings.
- ☐ Ensure all official wedding documentation is in order.
- ☐ Schedule wedding rehearsal and notify everyone involved.
- ☐ Begin organising any necessary changes on all personal documentation the bride be taking the groom's name.
- ☐ Confirm your total wedding look - ensure you have all necessary accessories for your wedding gown and for your attendants.
- ☐ Finish personal shopping.
- ☐ Finalise honeymoon plans.
- ☐ Make sure your entertainment has every detail – The Funktion provides a “day of” planning tool
- ☐ Buy bridesmaids' and other special gifts.

Sit down and organise the actual wedding day into some sort of time schedule.
Provide the wedding party with the schedule – work with venue and bandleader

Notes

TWO WEEKS AHEAD

<input type="checkbox"/>	Arrange for final fitting and delivery of all wedding attire.
<input type="checkbox"/>	Arrange a trial hair and make-up day. Be sure to try your hair style with your veil.
<input type="checkbox"/>	Confirm final guest count and inform caterer, reception venue.
<input type="checkbox"/>	Have final consultation with florist, photographer, musicians, etc.
<input type="checkbox"/>	Finalise transportation and accommodation arrangements for out of town guests and wedding party.
<input type="checkbox"/>	Pack an “emergency kit” for the wedding day which may include: safety pins, tissues, cosmetics, hairspray, needle and cotton, extra pantyhose, extra lingerie, eye drops, headache pills and bandaids.
<input type="checkbox"/>	Finalise seating arrangements for the reception.
<input type="checkbox"/>	Confirm honeymoon bookings and have reading all necessary documentation: tickets, passports, traveller’s cheques, etc.
<input type="checkbox"/>	Pack for honeymoon.
<input type="checkbox"/>	If you choose to speak at your reception start deciding on what you wan to say.
<input type="checkbox"/>	Arrange with your reception to have a table available for last minute gifts. Ask family members to move gifts home after wedding.
<input type="checkbox"/>	If you are having an envelope box request a table for it with the gift table. Ask a close family member to be responsible for it.
<input type="checkbox"/>	Wear your wedding shoes around the house until they are comfortable.
<input type="checkbox"/>	Keep writing thank you notes and relax whenever possible !

Notes:

WEDDING CHECKLIST

ONE DAY AHEAD

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| <input type="checkbox"/> | Place payments for vendors. into envelopes and give to groom's Best man to take care of. |
| <input type="checkbox"/> | Lay out everything you will need on the wedding day, right down to the smallest detail. Place everything in a convenient place so that it is easily accessible on the big day. |
| <input type="checkbox"/> | If a hairdresser and/or make-up artist is to attend to you on the day, confirm appointment. |
| <input type="checkbox"/> | Prepare going-away outfit. |
| <input type="checkbox"/> | Confirm that all members of the wedding party are organised and well prepared. |
| <input type="checkbox"/> | Prepare what you will have as a good healthy breakfast on your wedding day. This is important and often overlooked. |
| <input type="checkbox"/> | Have a massage, manicure and pedicure and relax. |
| <input type="checkbox"/> | Before going to bed take a warm (not hot) fragrant bath. |
| <input type="checkbox"/> | Complete your evening skin routine so that your skin is moist for your wedding day make-up. |
| <input type="checkbox"/> | Relax! |

Notes

THIS IS IT !

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| <input type="checkbox"/> | Relax and pamper yourself. |
| <input type="checkbox"/> | Be at the ceremony at least five minutes early |
| <input type="checkbox"/> | Smile and enjoy – this is your special day ! |

Notes

Good Luck & Congratulations !
Remember- we work with you every step of the way
The Funktion Band
WWW.THEFUNKTIONONLINE.COM