



Royalty Event Parties

Checklist for the Bride and Groom

12 Months Before

- Announce engagement in the newspaper (if desired)
- Send out engagement announcements (if desired)
- Plan an engagement party (if desired)
- Discuss wedding arrangements with parents
- Determine if parents will be assisting with the wedding costs
- Meet with wedding planner to begin wedding preparations and decide on style and theme of wedding
- Finalize wedding date
- Decide on ceremony and reception venues
- Select bridal party and other attendants and ask them to participate in your wedding
- Prepare invitation list

10-11 Months Before

- Determine what customs and/or traditions, personalized vows, readings and/or exchanges you would like to include at the ceremony (e.g. lighting of unity candle, flowers to mothers, etc.)
- Select and meet with wedding officiant
- Start meeting with vendors

8-9 Months Before

- Sign up for premarital counseling, if required
- Bride to select and purchase wedding dress, headpiece/veil, shoes, lingerie and accessories
- Bride to select bridesmaids and flower girl dresses and accessories

6-7 Months Before

- Make arrangements to have bridesmaids and flower girl fitted with dresses
- Have mothers select their dresses
- Get listed at a gift registry and select desired gifts
- Provide any required deposits for vendors
- Begin planning and booking honeymoon including air, transportation, hotels and entertainment and update passports, obtain visas and any inoculations required
- Reserve rooms for out-of-town guests
- Arrange with a family member or friend to finalize out-of-town accommodations, as required
- Sign all vendors/suppliers contracts (after reviewed by wedding planner)

5 Months Before

- Select invitation design
- Select ceremony music
- Select reception music and prepare list of requests
- Finalize wedding invitation list

4 Months Before

- ___ Review budget with wedding planner to ensure on track
- ___ Purchase wedding rings and arrange for engravings
- ___ Groom to select and get fitted for tuxedo or alternative formalwear and shoes
- ___ Have groomsmen (and possibly ring-bearer and ushers) fitted for tuxedos or alternative formalwear including shoes
- ___ Meet with caterer (with wedding planner) for tastings and to find out menu options
- ___ Select all flowers for the wedding
- ___ Select an emcee and decide on other speakers (e.g. individuals making toasts) at the reception and ask these individuals about performing these duties
- ___ Select and arrange with individual(s) to handle guest book at ceremony and reception
- ___ Select and arrange with individual(s) to hand out wedding ceremony programs
- ___ Reserve honeymoon suite for wedding night
- ___ Bride to reserve getting-ready suite for the day of the wedding, if required
- ___ Make arrangements for the planning of a rehearsal dinner and day-after-wedding brunch, if desired

3 Months Before

- ___ Bride to make all appointments for hair, makeup and manicure/pedicure for wedding
- ___ Get blood tests and/or have medical examinations, if required
- ___ Finalize food/menu and beverage selections
- ___ Select any readings (and readers) for the ceremony
- ___ Meet with the officiant to review ceremony and finalize vows
- ___ Determine what customs and/or traditions you would like to include at the reception (such as formal cake cutting, toasts, etc)
- ___ Finalize time and location of rehearsal
- ___ Provide finalized wedding invitation list to wedding planner

2 Months Before

- ___ Bride and bridesmaids to attend follow-up wedding attire fittings
- ___ Bride to prepare guest list for shower and give to maid of honor
- ___ Groom to prepare guest list for groom's get together and give to best man
- ___ Bride to select going away outfit

1 Month Before

- ___ Obtain marriage license (within legal time period required)
- ___ Send out thank-you cards for gifts received or advise wedding planner of gifts received so that she can send out thank-you cards
- ___ Pick up wedding rings; ensure they fit and are engraved
- ___ Finalize lists of photos to be taken and video to be shot and provide these to wedding planner
- ___ Purchase gifts for bridal attendants, parents, ushers and each other

3 Weeks Before

- ___ Advise wedding planner of any special seating arrangements for reception
- ___ Bride to go in for trial hair and makeup appointment(s) and confirm wedding day appointments
- ___ Prepare wedding reception toast/speech

- ___ Update insurance policies (life, household, car, etc)
- ___ Complete change of name/change of address paperwork
- ___ Open joint bank account (if desired)
- ___ Select individual to arrange for return of groom's formalwear attire
- ___ Select individual to drop off bridal gown at the cleaners
- ___ Select individual to take flowers to be pressed

2 Weeks Before

- ___ Bride and bridesmaids to pick up their gowns/dresses and all accessories (including veil and/or headpiece for bride, lingerie for bride, shoes, jewelry, etc)
- ___ Bride to decide on wearing something old, something new, something borrowed and something blue on wedding day
- ___ Pick up all tickets, itinerary, travelers' checks, etc. for honeymoon
- ___ Provide honeymoon details to close friend or family member
- ___ Bride to arrange bridesmaids' luncheon and give gifts to attendants
- ___ Groom to arrange groomsmen get together and give gifts to attendants
- ___ Groom to get hair cut

1 Week Before

- ___ Meet with the wedding planner to review all wedding plans and to supply the marriage license
- ___ Advise wedding planner where wedding gifts and cash that are received on day of wedding are to be dropped off
- ___ Prepare final checks for vendors' fees (such as musicians, officiant, caterer, florist and wedding planner fees, etc) and provide these to the wedding planner
- ___ Pack for honeymoon including clothes, toiletries, tickets, passports, visas, maps, guide books, travelers checks, money, etc.
- ___ Pack for wedding night including going away outfits, wedding night clothes and next day clothes and toiletries
- ___ Arrange for temporary stoppage of newspaper and mail while away on honeymoon

2 Days Before Wedding

- ___ Groom and his attendants to pick up tuxedos/formalwear
- ___ Bride to get manicure/pedicure
- ___ Give gifts to parents and to each other
- ___ Confirm early meeting times with bridal party for the day of the wedding

Day Before Wedding/Rehearsal

- ___ Attend rehearsal (plan to arrive about 20 minutes early)
- ___ Groom to give bride's ring to best man (or to wedding planner, for safekeeping, if a ring-bearer is involved in the wedding)
- ___ Bride to give groom's ring to maid of honor (or to wedding planner, for safekeeping, if a ring-bearer is involved in the wedding)
- ___ Attend wedding rehearsal dinner/party