

# SEMI-FORMAL WEDDING CHECKLIST

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## 6+ Months Before

- Optional: Hire a Wedding Coordinator** - If you decide to hire a wedding coordinator, they will help you plan many details that are listed on this checklist. If you can afford it - a good wedding coordinator is very worthwhile.
- Set Date** - Is there a date that is particularly meaningful to you or a season you prefer? It is good to make a list of dates you have in mind before visiting venues.
- Set Budget** - This is a great time to decide who will pay for what. Remember what's important to you and adjust accordingly.
- Research and Visit Venues** - Some venues can be difficult to secure so you may need to be flexible on your date if you have a specific venue in mind.
- Find Officiant** - It is important to find a professional that can help you create a ceremony that is meaningful and specialized for you and your partner.
- Decide on Guest Count and List** - Your guest count can be limited due to venue restrictions or even preference so deciding whom you want to be there is so important.
- Determine Wedding Theme** - Do you want your wedding centered around certain traditions, ideas or style? This is a good time to determine what that will be.
- Select Your Wedding Party** - If you want to have a maid of honor, bridesmaids, best man, a friend of honor, etc, this is a good time to decide who these people will be and ask them to be a part of your day.

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- Shop for Rings** - This is a wonderful time to decide on what types of rings you might want to symbolize your commitment. There are many options from traditional bands to tattoos.
- Find Photographer/Videographer** - If professional photos and/or videos are important to you, reach out to them for availability and prices. of all the additional costs for a wedding - photographs are among the most important - to have for a lifetime and generations to come.
- Optional: Save the Dates** - If your wedding is 6 months or longer away, you might consider sending digital or mailed "Save the Dates" to guests so they can plan. This is especially helpful for destination weddings where guests may need to travel.
- Find a Florist** - Many couples choose to hire a florist for fresh flowers for the event. This is a great time to book if you plan to go that route. Alternatives are picking up flowers at a local market or order in bulk online and putting them together yourself before the ceremony.
- Decide on Attire** - Will you buy a traditional wedding dress, rent a tux or buy a nice suit you can wear later and a dress you love off the rack. There are many options! It helps to know what you are looking for before going shopping.
- Compile a List of Vendors: Finalize Contracts** - Any vendors you plan to use for your wedding need to be contracted at this time. (This may include paying initial deposits)

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## 6+ Months Before

- Optional: Find and Purchase Your Dress/Attire** - If you plan to use a more traditional bridal shop, you will want to find your dress and get it ordered as many have extensive lead times.
- Optional: Launch a Wedding Website** - This is completely optional. Many couples use this to tell more of their story, share wedding and guest info, and more.
- Optional: Hire a Caterer** - If the venue does not include food - you may want to hire a caterer or you could use a local restaurant, have friends/family prepare food, etc.

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## 4-5 Months Before

- Optional: Open a Registry** - Many couples opt to create a registry at a local department store, online (like Amazon) or even a site like Honeyfund to cover honeymoon expenses.
- Send Guest List to Shower Hosts** - If you are having a bridal/couple shower you will want to create an invite list for hosts.
- Book Entertainment** - Do you want to have live music, DJ or similar at your wedding. Make sure to get them booked asap.
- Shop and Order Wedding Cake/Dessert** - This is a great time to decide on if you want a traditional wedding cake and vendor or if you prefer a less traditional option like pies, cookies, donuts, etc...the options are endless.
- Determine Reception Menu** - Earlier you decided on who was going to prepare food for your wedding, now you must determine what will be on the menu. This is the fun part!
- Wedding Favors/Charitable Donations** - Do you want to give your wedding attendees a special token to remember your day? Another option is to donate to a charity and create a small card to share with guests.
- Optional: Reserve room blocks** - If many of your guests are traveling from out of town, you can negotiate a special rate with a local hotel or the like and reserve a block of rooms that guests can call and book.

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## 4-5 Months Before

- Start Planning Your Honeymoon** - Decide on a budget, where you will go, how long you will go, etc and make reservations for lodging, travel, etc.
- Collect Addresses from Guests** - Collect addresses for physical invitations or email addresses if you plan to send invites digitally in a more eco-conscious fashion
- Optional: Book Lodging for Your Wedding Night** - Some couples prefer to spend their wedding night at home and some prefer a hotel, cabin or even Bed & Breakfast for their wedding night.
- Optional: Start Thinking About Your Wedding Hashtag** - If you are social-media savvy, you may want to create a wedding hashtag for your event. Brainstorming with a few close friends is fun - check the hashtag to see if it is being used by others, though!
- Research and Order Invitations** - You must choose if you want to send paper invitations or explore other options like digital invites. If you plan to order invitations, now is the time to do this.
- Pick out/Purchase outfit accessories** - Decide on shoes, veil, jewelry, accessories you will wear on your big day. Wear the shoes around the house in advance and break them in! You don't want to be uncomfortable on your wedding day.
- Optional: Pick out Bridesmaids Dresses** - If you are having a bridal party like bridesmaids, maid of honor, you will need to decide on what you would like for them to wear and convey that to them so they can plan and order if needed.

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## 4-5 Months Before

- Optional: Pick out Attire for Groomsman** - Whether you would like your groomsmen to wear suits or even coordinating outfits, you will need to let them know what you wish for them to wear on your big day.

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## 2-3 Months Before

- Optional: Book a Hairstylist/Makeup Artist** - If you wish to have someone else do your hair and/or makeup on your wedding day, you will want to get your appointment scheduled. Many brides opt to do their own hair and makeup or have a friend help instead.
- Send Invitations** - Whether you are mailing invitations or sending digital invites, now is the time to send those out.
- Optional: Plan Rehearsal Dinner** - Traditionally couples host a dinner with the bridal party, parents and officiant the day/evening before the wedding. This is an opportunity to spend time with a smaller group and walk through the details of the day ahead.
- Optional: Book a Getaway Car** - If you plan to drive away from the wedding in a car other than your own, you will want to make that reservation.
- Optional: Make a Reception Playlist** - If you plan to have live music, DJ or even a playlist on some speakers, you may want to create a list of songs you would like played at the reception.
- Pick out any Music for the Ceremony** - Should you want music played or sung at the ceremony, this is a great time to decide on this. We recommend involving your officiant in planning ceremony details.
- Plan the Order of the Ceremony** - Your officiant will likely have great advice on this. You can work with them to plan a memorable and special ceremony that you both will enjoy.

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## 2-3 Months Before

- Plan Your Vows** - Meet with your officiant to discuss if you will use traditional vows, alternate options or write your own entirely. They will likely be able to provide you with much insight and options.
- Get Your Attire Fitted** - Make sure that your attire for the wedding fits! Get any adjustments or tailoring done at this time. Women: make sure the dress length and shoes go together!
- Optional: Submit Newspaper Announcement** - If you would like details of your wedding included in your local newspaper, you will want to submit them.
- Obtain any Venue Permits** - If you are getting married at a park or similar venue, you may need a permit. Make sure to secure those in advance. Do you have a rain plan?
- Renew Your Passport if Needed** - If you plan to travel outside of the country for your wedding or honeymoon, you will want to make sure your passport is up to date.
- Optional: Take Dance Lessons** - Want to cut a rug at your wedding and show off some new dance skills? You might consider taking some dance lessons with your partner.
- Research Marriage Licenses in Your Area** - Some places allow you to get your license 30-60 days in advance so do some research and find out when you need to get yours.

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## 1 Month Before

- Get Your Marriage License** - Be sure to check in your area to find out when and what the process is for obtaining your marriage license.
- Double-Check RSVP's** - This is a good time to make check in on wedding RSVP's
- Confirm with all Vendors** - We recommend calling all vendors to confirm details including date, time, location and expectations
- Send Payments to Vendors** - Submit final payments to vendors
- Optional: Stock the Reception Bar** - If you plan to serve beverages at your reception, be sure and get a variety of options like water, beer, wine, spirits and possibly a mocktail for guests that don't drink
- Purchase Gifts for Wedding Party** - It is very thoughtful to purchase a token for each of your wedding party as a way to show your gratitude for their influence in your life and participation in your big day
- Optional: Bachelorette Party** - Should you want to have a bachelorette party we recommend planning that a couple of weeks before your wedding.
- Optional: Bachelor's Party** - Should you want to have a bachelor party we recommend planning that a couple of weeks before your wedding.
- Order Thank-you Cards** - You will certainly want to show your gratitude for gifts received so we recommend ordering thank you cards in advance so they are ready to go when you return from your honeymoon.

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## 1 Month Before

- Pick Outfits for All Wedding Events** - Make a list of all wedding events and plan accordingly what you will wear.
- Optional: Send Invitations to Your Rehearsal Dinner** - Digital invitations are perfectly suitable here (and eco-friendly!) Often the rehearsal dinner is just the closest family and bridal party so you may want to call them instead.
- Write a Honeymoon Packing List** - Before last-minute stress sets in, it's best to go ahead and make a packing list for the honeymoon.
- Write Toasts and Vows** - If you haven't already worked on vows, now is the time.
- Invite Friends and/or Family to Write a Toast** - Reach out to people you might like to toast at your event and ask them to prepare a toast or speech.
- Optional: Purchase Bubbles for Recessional** - Flower petals or lavender are also great organic options.

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## Week of the Wedding

- Set Aside Checks for Vendors** - Write any remaining checks for vendors (or call and make card payments by phone)
- Get Cash for Vendor Tips** - You will want to tip bartenders, servers, your officiant, etc so plan ahead and get cash so you can tip them the day off
- Distribute Wedding Timeline** - Send a timeline to the wedding party so they know what to expect
- Pick Up Your Dress/Tux/Attire** - Any alterations should be complete. Confirm fit and pick up your wedding attire.
- Create a List of Photo Ops** - If there are photos that you want to make sure you have, submit a list to your photographer or ask a few friends to snap some pics for you.
- Send Final Head Count to Caterer** - If you are using a caterer or food service, confirm the final wedding count.
- Finalize Everything** - Go over all the details and make sure you haven't forgotten anything and confirm, confirm, confirm  
Pack for your honeymoon
- Get a Manicure and Pedicure** - Enjoy a little pampering and get those hands and feet wedding-ready.

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## Week of the Wedding

- Treat Yourself to a Massage** - This is a great way to enjoy some relaxation and de-stress before the wedding
- Order Snacks for the Wedding Day** - You might want to have some snacks available for the wedding party to enjoy as they get ready for the main event
- Get Married** - This is it! The moment you have been waiting for. Soak it all in and enjoy this joyous occasion!

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