



Grand Occasions
TURNING DREAMS TO REALITY

PLAN THE PERFECT DAY

YOUR COUNTDOWN CHECKLIST

Things to do now!

- Tell relatives and friends you are engaged
- Place an announcement in your local newspaper
- Open a wedding bank account
- Organise wedding insurance
- Set a budget and decide who's paying for what
- Choose your best man, ushers and bridesmaids

6-12 months to go

- Set a date
- Decide the type of wedding you want
- Hire a wedding co-ordinator, if needed
- Arrange the first meeting with your priest, minister, rabbi, or, if you're having a civil ceremony, book the registrar
- Decide on the number of guests you're inviting
- Book transport
- Visit possible reception venues, book your favourite
- Book a florist and discuss ideas
- Order your stationary
- Bride chooses her outfit
- Bridesmaids choose their outfits
- Plan and book the honeymoon (book time off work)

- Book a band, DJ or musicians
- Begin a beauty routine
- Book a Toastmaster

4-6 months to go

- Confirm arrangements with your minister and discuss the service
- If the wedding is in a church other than the Church of England, give notice of the marriage to the superintendent registrar
- Groom to organise suits for himself and the best man
- Choose and purchase your wedding rings
- Order your wedding cake
- Choose your gift list company
- Make a first draft of the invitation
- Reserve rental equipment such as marquee
- Choose and book favours
- Reserve accommodation for guests who need it
- Organise dress fittings

2-4 months to go

- Send out invitations, including gift list info
- Finalise honeymoon plans, check passports are up to date and travel insurance plus vaccinations and visas
- Buy a going away outfit
- Write personalised vows, if necessary
- Schedule a rehearsal time and dinner
- Buy a guest book
- Have order of service sheets printed
- Book first night hotel
- Confirm booking, if marrying in a register office

- Organise stag and hen parties

1-2 months to go

- Choose gifts for the wedding party
- Chase unanswered invitations and draw up final list
- Finalise transport
- Remind groom, best man and father to write speeches
- Buy marriage license
- Send list of must-have shots to photographer

1 week to go

- Pack for your honeymoon
- Final hair and make-up practice, manicure and pedicure
- Wear-in wedding shoes at home
- Arrange for cake to be delivered to venue
- Hold rehearsal with wedding party