

sussex wedding photographer



wedding checklist

It is never too early to start planning your wedding or civil ceremony! We hope the following list will help a bit...

Task:	Comments:	Tick:
Decide on budget, and who is paying for what		
Agree on wedding ceremony style and theme		
Make guest list – decide on number of guests		
Choose/invite the best man, page boys and ushers		
Choose/invite maid of honour and bridesmaids		
Select/invite witnesses		
Choose the ideal date, location and venue		
Book the ceremony venue		
Book the registrar / minister		
Arrange wedding rehearsal if required		
Book the reception venue		
Book the catering – any special dietary requirements		
Arrange alcohol, soft drinks and bar staff if necessary		
Arrange marquee if required		
Book toastmaster if required		
Book the photographer/videographer		
Organise honeymoon – budget, where to go, for how long		
Order your wedding dress		
Order Groom's outfit		
Order outfits for bridesmaids/wedding party		
Book hair, beauty and make-up specialists		
Order your wedding rings		
Decide on Order of Service, arrange printed sheets		
Order flowers (bouquets, button holes, sprays)		
Book entertainment/musicians/DJ		
Arrange any additional equipment		
Order your wedding cake		
Order other decorations – balloons, etc.		
Draw up seating plan for reception		
Arrange the Hen/Stag party		
Design and order invitations – include directions and accommodation suggestions for guests		
Decide wedding gift list		

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Purchase gifts for wedding party		
Arrange transport between venues		
Organise wedding insurance		
Does home insurance cover your new gifts?		
Someone to take care of the children / pets if necessary		
Notify banks of your change of surname		
Arrange transport for going away		
Check passports are valid – change to married name if appropriate (do this in plenty of time)		
Arrange visas if necessary (leave plenty of time for this)		
Organise inoculations if required (leave plenty of time)		
Buy travel insurance		
Buy going away outfits, honeymoon clothes and luggage		
Book your first night's accommodation		
Prepare speeches for reception		
Arrange "thank you" cards		
Check clothes fit comfortably and wear in wedding shoes		
Ensure all attendants know their role, timings, venues, etc.		
Check the weather forecast – adapt the plans if necessary		
Final checks on all the above prior to the big day		
Take a deep breath, relax, smile and enjoy!!		