Wedding Planning Checklist

From twelve months out to the day after. Tick as you go; add your own notes.

12+ months before

- [ ] Set a total budget and agree who contributes.
- [ ] Pick a guest count range.
- [ ] Choose your top three priorities.
- [ ] Shortlist dates and venues; get all-in quotes.
- [ ] Book the venue.
- [ ] Decide on the photographer's coverage and start looking.
- [ ] Create a shared planning document and a vendor list.

Notes:

9 to 12 months

- [ ] Book photographer, caterer and music.
- [ ] Start your wedding website.
- [ ] Begin the guest list and collect addresses.
- [ ] Shop for attire.
- [ ] Decide how guests will share their photos (see our collection checklist).
- [ ] Reserve rentals and a block of hotel rooms if needed.

Notes:

6 to 9 months

- [ ] Send save-the-dates.
- [ ] Book officiant, florist and transport.
- [ ] Plan the ceremony and any readings.
- [ ] Order stationery.
- [ ] Book hair and makeup, with a trial.
- [ ] Register for gifts, if you want to.

Notes:

3 to 6 months

- [ ] Send invitations.
- [ ] Finalize the menu and bar plan.
- [ ] Draft the day-of timeline.
- [ ] Choose rings.
- [ ] Plan guest activities and any signs.
- [ ] Order or print QR code signs and table cards.

Notes:

1 to 3 months

- [ ] Track RSVPs and chase replies.
- [ ] Create the seating plan.
- [ ] Attend attire fittings.
- [ ] Apply for the marriage license.
- [ ] Write vows or readings.
- [ ] Confirm every vendor in writing.

Notes:

Final month

- [ ] Send the final guest count to the caterer.
- [ ] Share the timeline with vendors and the wedding party.
- [ ] Pack the emergency kit.
- [ ] Break in your shoes.
- [ ] Confirm payments and gratuities.

Notes:

Final week

- [ ] Walk the venue.
- [ ] Confirm arrival times by phone.
- [ ] Print QR cards and signs.
- [ ] Pack rings, license and payment envelopes.
- [ ] Assign a point person for the day.

Notes:

Wedding day

- [ ] Eat breakfast.
- [ ] Hand the emergency kit to your point person.
- [ ] Check that signs and QR codes are on the tables.
- [ ] Be present. Let the plan run.

Notes:

After the wedding

- [ ] Return rentals and pay final balances.
- [ ] Export and back up all photos.
- [ ] Send thank-you notes.
- [ ] Review vendors if you want to.
- [ ] Order a small album or prints.

Notes:

Optional: collect the photos with Evershots. Guests scan a QR code and shoot, with no app to download and no account.