



Wedding

P L A N N E R



THIS BOOK BELONGS TO

..... AND

♥ HOW WE MET

.....
.....
.....
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.....

♥ THE PROPOSAL

.....
.....
.....
.....
.....

OUR WEDDING DATE ♥

.....
.....



♥ OUR SONG

.....
.....





WEDDING *Overview*

♥ WEDDING DATE

.....

♥ NO. OF GUESTS AT
CEREMONY

.....

♥ NO. OF GUESTS AT
RECEPTION

.....

♥ TRADITIONS TO
INCORPORATE

.....

♥ TYPE OF CEREMONY

.....

♥ WEDDING COLORS

.....

NOTES

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.....

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WEDDING DAY *Timeline*

WHAT

WHERE

6 AM	♥		
7 AM	♥		
8 AM	♥		
9 AM	♥		
10 AM	♥		
11 AM	♥		
12 PM	♥		
1 PM	♥		
2 PM	♥		
3 PM	♥		
4 PM	♥		
5 PM	♥		
6 PM	♥		
7 PM	♥		
8 PM	♥		
9 PM	♥		
10 PM	♥		

♥ NOTES

.....

.....



WEDDING Checklist

12 MONTHS BEFORE

- ♡ DECIDE YOUR BUDGET
- ♡ BOOK WEDDING VENUE
- ♡ MAKE A GUEST LIST

11 MONTHS BEFORE

- ♡ PICK A THEME
- ♡ BOOK THE PHOTOGRAPHER/VIDEOGRAPHER

10 MONTHS BEFORE

- ♡ CREATE A WEDDING WEBSITE
- ♡ PLAN AN ENGAGEMENT SHOOT
- ♡ WEDDING DRESS RESEARCH

8-9 MONTHS BEFORE

- ♡ SEND SAVE-THE-DATES
- ♡ ORDER BRIDESMAIDS DRESSES
- ♡ GET RECOMMENDATIONS FOR WEDDING VENDORS

6-7 MONTHS BEFORE

- ♡ SELECT A REHEARSAL DINNER VENUE
- ♡ ORDER RECEPTION FURNITURE & RENTED DECORATION ITEMS
- ♡ BOOK YOUR OFFICIANT

5 MONTHS BEFORE

- ♡ PLAN YOUR HONEYMOON
- ♡ ORGANIZE THE SUIT FOR THE GROOM AND GROOMSMEN

4 MONTHS BEFORE

- ♡ SELECT THE WEDDING CAKE
- ♡ FINAL TASTINGS WITH CATERER

3 MONTHS BEFORE

- ♡ ORDER WEDDING INVITATIONS
- ♡ START YOUR DIY's

2 MONTHS BEFORE

- ♡ SEND OUT WEDDING & REHEARSAL DINNER INVITATIONS
- ♡ OBTAIN YOUR MARRIAGE LICENSE
- ♡ PREPARE ALL THE LITTLE DETAILS & GIFTS

1 MONTH BEFORE

- ♡ CREATE YOUR SEATING CHART
- ♡ PAY VENDORS
- ♡ ORGANIZE CASH PAYMENTS & TIPS

1 WEEK BEFORE

- ♡ CHASE UP SOME RSVPS
- ♡ CONFIRM ALL DETAILS WITH VENDORS
- ♡ HAIR COLOR REFRESH
- ♡ MANI/PEDI
- ♡ FINAL DRESS FITTING
- ♡ FINALIZE YOUR VOWS
- ♡ PACK YOUR EMERGENCY-MUST-HAVE-KITS
- ♡ BREATHE AND RELAX!



COUNTDOWN

Major to do's

12 MONTHS TO GO

11 MONTHS TO GO

10 MONTHS TO GO

WK 1
WK 2
WK 3
WK 4

9 MONTHS TO GO

8 MONTHS TO GO

7 MONTHS TO GO

WK 1
WK 2
WK 3
WK 4

6 MONTHS TO GO

5 MONTHS TO GO

4 MONTHS TO GO

WK 1
WK 2
WK 3
WK 4

3 MONTHS TO GO

2 MONTHS TO GO

1 MONTH TO GO

WK 1
WK 2
WK 3
WK 4

WEEKLY *Planner*

♥ WEEK

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

♥ NOTES



WEDDING Budget



♥ BUDGET (B)

♥ ACTUAL (A)

<i>VENUE, FOOD & BEVERAGE</i>	B	A
VENUE - CEREMONY		
VENUE - RECEPTION		
REHEARSAL DINNER		
CATERING / FOOD		
BARTENDING / BEVERAGES		
CAKE / DESSERT		
TOTALS	_____	_____

<i>ATTIRE & BEAUTY</i>	B	A
WEDDING BANDS		
WEDDING DRESS		
BRIDE ACCESSORIES		
TUXEDO		
GROOM ACCESSORIES		
HAIR & MAKEUP		
TOTALS	_____	_____

<i>ENTERTAINMENT</i>	B	A
BAND/DJ/ENTERTAINMENT		
CEREMONY MUSICIANS		
RECEPTION MUSICIANS		
DANCE LESSONS		
TOTALS	_____	_____

<i>STATIONERY</i>	B	A
SAVE THE DATE CARDS		
INVITATIONS		
PROGRAMS		
TOTALS	_____	_____

<i>DECOR</i>	B	A
FLOWERS		
LIGHTNING		
RENTALS (E.G. CHAIRS)		
OTHER DECOR		
TOTALS	_____	_____

<i>MISCELLANEOUS</i>	B	A
MARRIAGE LICENSE		
OFFICIANT		
WEDDING FAVORS		
TRANSPORTATION		
WEDDING NIGHT HOTEL		
HONEYMOON		
TOTALS	_____	_____

<i>PHOTO & VIDEO</i>	B	A
PHOTOGRAPHER		
VIDEOGRAPHER		
TOTALS	_____	_____



PAYMENT *Tracker*

TYPE	TOTAL BALANCE	DEPOSIT	FINAL BALANCE	DUE	NOTES
BRIDAL SALON					
BAKERY					
CEREMONY VENUE					
CONSULTANT/ PLANNER					
FLORIST					
OFFICIANT					
PHOTOGRAPHER					
RECEPTION VENUE					

WEDDING *Guest List*

NAME	# INVITES	ADDRESS	SAVE THE DATE SENT	INVITATION SENT	RSVP RECEIVED	# ATTENDING
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	
			☐	☐	☐	





TABLE NO. __

[illegible][illegible][illegible]

TABLE NO. __

[illegible][illegible][illegible]





GIFTS

Attendants

ATTENDANT	GIFT	COST	CHECK
BRIDE			
MAIN OF HONOR			☐
BRIDESMAID 1			☐
BRIDESMAID 2			☐
BRIDESMAID 3			☐
BRIDESMAID 4			☐
BRIDESMAID 5			☐
BRIDESMAID 6			☐
BRIDESMAID 7			☐
GROOM			
BEST MAN			☐
GROOMSMAN 1			☐
GROOMSMAN 2			☐
GROOMSMAN 3			☐
GROOMSMAN 4			☐
GROOMSMAN 5			☐
GROOMSMAN 6			☐
GROOMSMAN 7			☐
BRIDE			
FLOWER GIRL			☐
RING BEARER			☐
USHER			☐

VENUE *Options*

VENUE 1

VENUE 2

VENUE 3

VENUE NAME

LOCATION

GUEST CAPACITY

DATE
AVAILABILITY 1

DATE
AVAILABILITY 2

OFFERING PRICE

PROS

CONS

NOTES





VENDORS *Contracted*

TYPE	NAME	CONTACT	CONTACT DETAILS	NOTES
BRIDAL SALON				
BAKERY				
CEREMONY VENUE				
CONSULTANT/ PLANNER				
FLORIST				
OFFICIANT				
PHOTOGRAPHER				
RECEPTION VENUE				

WEDDING *Stationery*

— INVITATION SUITS —

♡ SAVE THE DATE CARDS

♡ DIRECTION AND INFO CARDS

♡ INVITATION AND RSVP CARDS

♡ WEDDING ITINERARY CARDS

— WEDDING CEREMONY —

♡ TABLE SEATING

♡ MENU CARDS

♡ TABLE NAME/NUMBER CARDS

♡ PLACE CARDS

♡ WEDDING FAVOR TAGS

♡ SIGNAGE

♡ WEDDING GUEST BOOK

— AFTER WEDDING —

♡ THANK YOU CARDS



Decorations

CEREMONY DECORATIONS

ENTRANCE	
AISLE	
PEWS	
ALTAR	
NOTES	

RECEPTION DECORATIONS

CENTERPEICES	
TABLE NUMBERS	
GUESTBOOK	
ESCORT CARD / SEATING CHAT DISPLAY	
CARD TABLE	
SIGN	



Music

MOMENT	SONGS
INTRODUCTION	
FIRST DANCE	
BRIDAL DANCE PARTY	
PARENT - BRIDE DANCE	
PARENT - GROOM DANCE	
SPECIAL DANCES	
CAKE CUTTING	
BOUQUET TOSS	
GARTER TOSS	
ANNIVERSARY SONGS FOR MARRIED COUPLES	
CLOSING SONG	
SONGS <u>NOT</u> TO PLAY	
NOTES	



WEDDING *Cake*

BAKERY

BAKERY	
ADDRESS	
CONTACT PERSON	
CONTACT INFO	

CAKE AND SERVINGS

FLAVOR	
NO. OF TIERS	
ICING COLOR	
TOPPERS	
NO. OF SERVINGS	
SLAB CAKE	

BUDGET

CAKE COST	
SLAB CAKE COST	
DELIVERY FEE	
OTHER CHARGES	
TOTAL COST	



WORKSHEET

Catering

CATERER	
CONTACT NO.	
GUESTS TO BE SERVED	
PRICE PER GUESTS	
SERVING STYLE	☐ SERVED ☐ BUFFET ☐ FAMILY STYLE ☐ OTHERS

ATTIRE AND *Beauty*

WEDDING DRESS

BUDGET	
COLOR	
OTHER ACCESSORIES	

HAIR

STYLIST	
LOCATION	
BUDGET	
DATE OF TRIAL	

MAKE-UP

MAKE-UP ARTIST	
LOCATION	
BUDGET	
DATE OF TRIAL	

♥ SOMETHING OLD

♥ SOMETHING BORROWED

♥ SOMETHING NEW

♥ SOMETHING BLUE

THE PHOTOGRAPHER

♥ NAME

♥ CONTACT INFO

SHOT LIST - BEFORE CEREMONY

SHOT LIST - DURING CEREMONY

SHOT LIST - AFTER CEREMONY

SHOT LIST - RECEPTION



Videography

THE VIDEOGRAPHER

♥ NAME

♥ CONTACT INFO

♥ CONTACT INFO

VISION

STYLE	
	1
	2
SPECIAL MUST-HAVE SHOTS TO BE INCLUDED	3
	4
	5
	6
	1
IMPORTANT NON-WEDDING PARTY PEOPLE TO BE INCLUDED	2
	3
	4
	5
	6
MUSIC AND OTHER FEATURES	
NOTES	



To buy/rent/borrow

TO BUY

♥
♥
♥
♥
♥

♥
♥
♥
♥
♥

TO RENT

♥
♥
♥
♥
♥

♥
♥
♥
♥
♥

TO BORROW

♥
♥
♥
♥
♥

♥
♥
♥
♥
♥

EMERGENCY *Kit*

♡ DEODORANT

♡ BANDAIDS

♡ PAINKILLERS/ADVIL

♡ HAIR SPRAY

♡ DRY SHAMPOO

♡ HAIR CLIPS/BOBBY PINS

♡ TAMPONS

♡ HAND LOTION

♡ CLEAR NAIL VARNISH

♡ WET WIPES

♡ MINTS OR CHEWING GUM

♡ NAIL FILE

♡ SAFETY PINS

♡ MINI SEWING KIT

♡ STAIN REMOVER

♡ HAIR SPRAY

♡ HAND SANITIZER

♡

♡

♡

♡

♡

♡

♡



THE *Rings*

	HIS	HERS
SIZE		
COLOR		
MATERIAL		
BUDGET		

DINNER *Rehearsal*

DETAILS

SITE

DATE

CONTACT & ADDRESS

NOTES

MENU

APPETIZERS

STARTERS

MAIN COURSES

DRINKS

GUESTS

1	11	21
2	12	22
3	13	23
4	14	24
5	15	25
6	16	26
7	17	27
8	18	28
9	19	29
10	20	30

Honeymoon

BOOKING

TRAVEL AGENCY	
CONTACT & ADDRESS	
NOTES	

DESTINATION

LOCATION		DURATION	
DATE OF DEPARTURE		DATE OF RETURN	
DEPARTING FROM		ARRIVING AT	
FLIGHT DETAILS DEPARTURE		FLIGHT DETAILS RETURN	
ACCOMMODATION NAME		TYPE OF ROOM	
ACCOMMODATION HIGHLIGHTS		EXCURSIONS/ THINGS TO DO	

CAR RENTAL

AGENCY		TYPE OF CAR	
CONFIRMATION NUMBER		CONTACT INFORMATION	
PICK UP DATE/TIME		RETURN DATE/TIME	
NOTES			

