

## Check List & Cost Worksheet

## Suggested Wedding Planner

### Invitations and Announcements

Announcements \$ \_\_\_\_\_  
 Invitations \$ \_\_\_\_\_  
 Stationary \$ \_\_\_\_\_  
 Thank You Cards \$ \_\_\_\_\_  
 Postage \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

### Bridal Attire

Wedding Dress \$ \_\_\_\_\_  
 Veil or Headpiece \$ \_\_\_\_\_  
 Shoes \$ \_\_\_\_\_  
 Jewelry \$ \_\_\_\_\_  
 Undergarments \$ \_\_\_\_\_  
 Maids Dresses \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

### Photography/Video

Formal Portraits \$ \_\_\_\_\_  
 Engagement \$ \_\_\_\_\_  
 Wedding and Reception \$ \_\_\_\_\_  
 Wedding Album \$ \_\_\_\_\_  
 Parent's Album \$ \_\_\_\_\_  
 Video Fees \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

### Gifts/Other

For the Groom \$ \_\_\_\_\_  
 Maid/Matron of Honor \$ \_\_\_\_\_  
 Bridesmaids \$ \_\_\_\_\_  
 Other Items \$ \_\_\_\_\_  
 Guest Favors \$ \_\_\_\_\_  
 Monogram Napkins \$ \_\_\_\_\_  
 Cake Topper \$ \_\_\_\_\_  
 Guest Book & Pen \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

### Events

Engagement Party \$ \_\_\_\_\_  
 Bridesmaid's Luncheon \$ \_\_\_\_\_  
 Rehearsal Dinner \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

### Ceremony

Church/Synagogue/Other \$ \_\_\_\_\_  
 Officiate \$ \_\_\_\_\_  
 Reception \$ \_\_\_\_\_  
 Food \$ \_\_\_\_\_  
 Beverages \$ \_\_\_\_\_  
 Wedding Cake \$ \_\_\_\_\_  
 Facility \$ \_\_\_\_\_  
 Tableware/Linens \$ \_\_\_\_\_  
 Place Cards \$ \_\_\_\_\_  
 Band/DJ \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

### Florist

Ceremony \$ \_\_\_\_\_  
 Bride's Bouquet \$ \_\_\_\_\_  
 Groom Boutonniere \$ \_\_\_\_\_  
 Bridesmaids/Groomsmen's \$ \_\_\_\_\_  
 Flower girl/Ring Bearer \$ \_\_\_\_\_  
 Corsages for Mother's \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

### Transportation

Parking \$ \_\_\_\_\_  
 Limousine \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

**GRAND TOTAL** \$ \_\_\_\_\_

Choose wedding date  
 Shop for reception site  
 Discuss Budget  
 Start guest list  
**12 Months**

Shop for wedding gown  
 Register for gifts  
 Set appointments with vendors  
**10 Months**

Finalize guest list  
 Order invitations and announcements  
 Sign contracts with vendors  
 Choose honeymoon location  
**8 Months**

Reserve hotel rooms for out of town guests  
 Order wedding bands  
**6 Months**

Schedule bridal portrait  
 Discuss ceremony with clergy  
 Write vows  
 Schedule rehearsal and rehearsal dinner  
 Mail invitations  
**3 Months**

Final dress fitting  
 Meet with Florist  
 Wedding announcement to newspaper  
 Hotel reservations for attendants  
**2 Months**

Call guests that have not RSVP'd  
 Finalize guest list  
 Create a seating plan  
 Get the Marriage License \*  
 Get final count to caterer  
**1 Month**

Try on wedding dress  
 Keep up with thank-you notes  
 Pack for honeymoon  
 Check details with vendors  
**1 Week**

### The Wedding Day

Hair, nails, makeup  
 Check that Maid of Honor and Best Man have rings  
 Pack all necessary accessories and emergency kit with aspirin, spare hose, safety pins, needles, thread & small scissors