Wedding Day Checklist

Date : _____
Place : _____

Status	Description	Time	P.C
☐	Wake Up		
☐	Breakfast		
☐	Hair & Make Up		
☐	Dressing		
☐	Wedding Photographer		
☐	Wedding Videographer		
☐	Bride pictures preparation		
☐	Groom pictures preparation		
☐	Collect corsages & buttoners and assist with pinning		
☐	Ceremony and Reception Flowers		
☐	Depart for ceremony - Groom		
☐	Wedding transport arrives - Bride and attendants		
☐	Ceremony Singers		
☐	Ceremony MC		
☐	Parents arrives		
☐	Great guests		
☐	Groom arrives at ceremony venue		
☐	Best man to give check to officiate/donation		
☐	Bride arrives at ceremony		
☐	Photos of bride arriving		
☐	Ceremony starts		
☐	Ceremony ends		
☐	Family Photos		
☐	Wedding Party Photos at ceremony venue		
☐	Additional photos with wedding party at another venue		
☐	Transportation for wedding party		
☐	Drive to reception venue		
☐	Cocktail Reception for guests at reception venue		
☐	Guests all seated at venue		
☐	Bride & Groom/Wedding Party entrance		
☐	Open Buffet / Dinner starts		
☐	Cutting of the Cakes		
☐	Toasts		
☐	Speeches		
☐	1st Dance		
☐	Father / Daughter Dance		
☐	Mother / Son Dance		
☐	Garter / Bouquet Toss		
☐	Final Dance		
☐	Bride and Groom Leave Reception		
☐	Other Wedding planner Tasks		
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	Congratulations...		

Microsoft Office Templates: www.savewordtemplates.org