Wedding Planning Worksheets

for the wedding of

_____________________________________________________________________

to

_____________________________________________________________________

date

_____________________________________________________________________

time

_____________________________________________________________________

location
Calendar Checklist

The following checklist is an ideal timetable. Couples who do not have as much time as shown should plan their wedding in much the same order, using the checklist as a guide. Be sure to check things off as they are completed.

immediately after the engagement:

☐ Discuss a budget and the size and style of the wedding with parents. Decide who pays for what.
☐ Choose a wedding date and time. You may want to check vendor availability prior to setting date.
☐ Create a binder to organize your thoughts, photos, worksheets, etc.
☐ If using a wedding consultant, enlist their services.
☐ Make initial contact with vendors and obtain references.
☐ Meet with clergymember; schedule pre-marital counseling.
☐ Reserve wedding and reception sites; make initial catering contacts.
☐ Register at local bridal registries.
☐ Hire photographer.
☐ Hire videographer.
☐ Make arrangements for the music at the wedding and reception.
☐ Make all transportation arrangements to and from the wedding and the reception. Consider hiring a limousine, party bus, trolley or horse-drawn carriage.

six months or more before:

☐ Compile the guest list.
☐ Send out Save the Date cards.
☐ Reserve a block of hotel rooms for out-of-town guests.
☐ Choose wedding rings.
☐ Send engagement announcement to newspapers.
☐ Select and order wedding gown, leaving ample time for delivery and alterations.
☐ Look for alteration specialist (if someone other than bridal shop).
☐ Select the attendants (bridesmaids and groomsmen). Choose and order bridesmaids dresses.
☐ Purchase invitations.
☐ Select one usher for every 50 guests.
☐ Schedule wedding cake design appointment. Get estimates. Book the date.
☐ Implement diet and exercise program.
☐ Plan beauty preparations by checking with your salon for how far in advance they book wedding parties.
☐ Complete all honeymoon plans. If traveling outside the country, check on visas, passports and inoculations.
☐ Sign up for dance lessons. Talk to instructor about choreographing a special dance routine to "wow" guests.
☐ Book vendors, securing dates by putting down deposit.
four months or more before:

☐ Confirm final details with the caterer.
☐ Order napkins and purchase any other items needed for the ceremony and reception. Check with the caterer to see what he/she includes.
☐ Order invitations (25 extra) and personal stationery or “Thank You” notes.
☐ Book engagement photo session with enough time to submit photos to local newspapers.
☐ Visit the photographer again to discuss specifics. Use the “Photography Worksheet.”
☐ Get estimates and order flowers and floral arrangements for wedding and reception.
☐ Get estimates and order balloons, decorations and favors for wedding and reception.
☐ Book room for wedding night.

three months or more before:

☐ Order wedding rings. Allow time for any final engraving.
☐ Order tuxedos for the groomsmen and fathers.

two months or more before:

☐ Mail invitations (six weeks before the wedding; eight weeks to out-of-town guests).
☐ Finalize arrangements of accommodations for out-of-town attendants and guests.
☐ Buy a wedding gift for future spouse and gifts for attendants and helpers.

one month or more before:

☐ Ready all accessories, shoes and lingerie for bridal gown.
☐ Have beauty consultant do a trial run with bride’s hair and makeup. Schedule this appointment on the day the bridal portrait is taken and/or a party is planned or schedule on the day of your final dress fitting to see exactly how you will look on wedding day.
☐ Have final fitting for bridal gown and bridesmaids’ dresses.
☐ Have bridal portrait taken.
☐ Have groomsmen registered and measured at the formal wear store.
☐ Check with the newspapers on wedding announcement requirements.
☐ Finalize plans for rehearsal dinner.
☐ Plan seating arrangements for the rehearsal dinner and reception.
☐ Review this checklist to be sure nothing has been missed.
☐ Complete change-of-address information for post-office.
☐ Keep current with “Thank You” notes for shower and early wedding gifts.
two weeks before:

☐ Get the marriage license. Be sure to bring all needed documents.

☐ Inform or send rehearsal invitations including exact time and location to those who will attend the rehearsal and rehearsal dinner.

☐ Inquire about where bride, groom and attendants will dress for the ceremony.

☐ Review all details. Walk through the entire event considering things like parking, access for handicapped guests, etc.

☐ Confirm all transportation plans.

☐ Check in with caterer, photographer, videographer, musicians, DJ, florist, etc. to confirm all arrangements.

☐ “Break in” wedding shoes at home.

one week before:

☐ Appoint someone to act as an “organizer” to handle any last minute problems.

☐ Give a final guest count to the caterer.

☐ Review final details for those in the wedding party.

☐ Confirm honeymoon arrangements.

☐ Pack for the honeymoon.

☐ Enjoy a day with family and friends. Visit a day spa, have a massage, a facial and relax.

one day before:

☐ Attend the rehearsal and rehearsal dinner and give gifts to attendants.

☐ Give the rings and clergy’s fee to the best man.

☐ Organize gown, accessories, etc. to go to ceremony.

☐ Get a manicure and pedicure.

on the wedding day:

☐ Mail wedding announcements.

☐ Get hair, makeup, etc. done.

☐ Enjoy the day!
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<thead>
<tr>
<th>Item</th>
<th>Estimated</th>
<th>Actual</th>
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<td>Headpiece</td>
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<td>Accessories</td>
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<td>Groom's Tuxedo</td>
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<td>Bride's Rings</td>
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<td>Groom's Ring</td>
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<td>Stationery (Total from Worksheet)</td>
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<td>Ceremony Musicians</td>
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<td>Reception Entertainment</td>
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<td>Wedding Cake</td>
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<td>Ceremony Officiant</td>
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<td>Rental Equipment</td>
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<td>Wedding License</td>
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<td>Food/Beverage Catering</td>
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<td>Rehearsal Dinner</td>
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<td>Reception Hall Rental</td>
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<td>Groom's Attendants Gifts</td>
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<td>Honeymoon</td>
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<td>TOTALS</td>
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The Bride's Trousseau

Bridal Gown

Store: ________________________________________________________________

Telephone: __________________________________________________________

Address: __________________________________________________________________________________

Consultant: ________________________________________________________________________________

Gown Description (Color, Fabric, Lace, Style, etc.): ____________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

Price: ______________________________________________________________________________________

Date Ordered: __________________________ Date Promised: ________________________

Fitting Appointments: 

___________________________________________________________________________________________

___________________________________________________________________________________________

(Be sure to bring proper undergarments and shoes to fittings)

Bridal Accessories

Headpiece & Veil: ____________________________________________ Price: ____________

Bra / Bustier: ______________________________________________ Price: ____________

Teddy / Body Stocking: ______________________________________ Price: ____________

Stockings / Pantyhose: ________________________________________ Price: ____________

Garter: _____________________________________________________ Price: ____________

Petticoat / Slip: ____________________________________________ Price: ____________

Shoes: _____________________________________________________ Price: ____________

Jewelry: ___________________________________________________ Price: ____________

Wrap / Cape: ______________________________________________ Price: ____________

Other: _____________________________________________________ Price: ____________

Something Old: ____________________________________________________________________________

Something New: ____________________________________________________________________________

Something Borrowed: _______________________________________________________________________

Something Blue: __________________________________________________________________________
The Attendants

The Maids

Name: ______________________________________________   Phone: ________________________

Name: ______________________________________________   Phone: ________________________

Name: ______________________________________________   Phone: ________________________

Name: ______________________________________________   Phone: ________________________

Name: ______________________________________________   Phone: ________________________

Name: ______________________________________________   Phone: ________________________

Name: ______________________________________________   Phone: ________________________

Name: ______________________________________________   Phone: ________________________

Dress Store:  _______________________________________________________________________________
Telephone:  ________________________________________________________________________________
Address:  __________________________________________________________________________________
Consultant: ________________________________________________________________________________
Gown Description (Color, Fabric, Lace, Style, etc.):    ________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
Price: ______________________________________________________________________________________
Date Ordered: ____________________________________     Date Promised: _______________________

(Remind attendants they will need to make an appointment for fittings.
Advise them to bring proper undergarments and shoes to all fittings.)

Attendants Accessories

Shoes: ______________________________________________________________  Price: _______________
Jewelry: _____________________________________________________________  Price: _______________
Undergarments: _____________________________________________________  Price: _______________
Handbags: __________________________________________________________  Price: _______________
Wrap: ______________________________________________________________  Price: _______________
Other: ______________________________________________________________  Price: _______________
The Groomsmen/Ushers

Name: ______________________________________________   Phone: ________________________
Name: ______________________________________________   Phone: ________________________
Name: ______________________________________________   Phone: ________________________
Name: ______________________________________________   Phone: ________________________
Name: ______________________________________________   Phone: ________________________
Name: ______________________________________________   Phone: ________________________
Name: ______________________________________________   Phone: ________________________
Name: ______________________________________________   Phone: ________________________

Tuxedos (Store):  ___________________________________________________________________________
Telephone:  ________________________________________________________________________________
Address:  __________________________________________________________________________________
Consultant: ________________________________________________________________________________
Gown Description (Color, Designer, Style, etc.):    ___________________________________________
                                                                                          __________________________________________________________________________________
                                                                                          __________________________________________________________________________________
Price: __________________________________________Date Measurements needed by: ________________
Date Ordered: ______________________________ Date Promised: ____________________________

Measurements

<table>
<thead>
<tr>
<th>Name</th>
<th>coat Size</th>
<th>shirt Neck</th>
<th>shirt Sleeve</th>
<th>pants Waist</th>
<th>pants Length</th>
<th>pants Shoe</th>
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Pre-Wedding Details

Engagement & Wedding Rings

Jeweler: ______________________________________ Phone: __________________________
Address: _________________________________________________________________________________
Salesperson: ______________________________________________________________________________
Description of Ring(s): ___________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
Price: ____________________________________________________________________________________

Invitations & Stationery

Stationer: ______________________________________ Phone: _________________________
Address: __________________________________________________________________________________
Salesperson: ______________________________________________________________________________
Date Ordered: __________________________ Date Promised: ______________________
Manufacturer: __________________________ Style #:__________________

Quantities and Prices  (Be sure to order extra and order everything at once.)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
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<tbody>
<tr>
<td>Save-the-date Cards</td>
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<tr>
<td>Wedding Invitations</td>
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<td>Response Cards</td>
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<td>Thank You Cards</td>
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<td>Napkins/Matchbooks</td>
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<td>Announcements</td>
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<td>Programs</td>
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<td>Other</td>
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</table>

Total Cost: __________________________
Be sure all details (date, time, place) are secured before ordering invitations.
The gift registry is the perfect opportunity for the bride and groom to set-up their household. It is wise for the couple to do this “wish-list” shopping trip together to be sure they choose items and styles both desire. Of course, they should keep in mind they probably won’t receive everything they want, but it is a good way to get started.

Traditionally when people think of registries, they think of items like fine china, flatware and crystal. While some couples may shy away from the idea, many couples are discovering the incredible array of choices available, everything from fancy to contemporary or everyday casual. Today long-standing manufacturers have included lines that are dishwasher and microwave safe making china an ideal choice for everyday use. The registry is also the perfect time to begin the couples china, flatware or crystal collection, since these items, though desired, are often not purchased by the newlyweds themselves.

Other items to consider registering for include general housewares, linens and even electronics or sporting goods, depending on the couples interests and activities.

The following worksheets can be used to provide ideas of items to register for and to organize plans for the gift list. Once completed, a call to set an appointment with the store’s registry department is recommended. Then take these forms to the stores of choice and enjoy “shopping!”

Stores Where Gifts are Registered

Store: __________________________________________
Address: _______________________________________
Registrar: _______________________________________
Telephone: _______________________________________
Website: _______________________________________

Store: __________________________________________
Address: _______________________________________
Registrar: _______________________________________
Telephone: _______________________________________
Website: _______________________________________

Store: __________________________________________
Address: _______________________________________
Registrar: _______________________________________
Telephone: _______________________________________
Website: _______________________________________

Store: __________________________________________
Address: _______________________________________
Registrar: _______________________________________
Telephone: _______________________________________
Website: _______________________________________

Store: __________________________________________
Address: _______________________________________
Registrar: _______________________________________
Telephone: _______________________________________
Website: _______________________________________
Dining / Serving

Formal Color Scheme: ________________________________________________________________
Formal Dinnerware Manufacturer/Pattern: _______________________________________________
Formal Glassware Manufacturer/Pattern: _______________________________________________
Formal Flatware Manufacturer/Pattern: ________________________________________________

Casual Color Scheme: __________________________________________________________________
Casual Dinnerware Manufacturer/Pattern: ________________________________________________
Casual Glassware Manufacturer/Pattern: ________________________________________________
Casual Flatware Manufacturer/Pattern: ________________________________________________

Table Size: _______________________________ □ Tablecloths □ Placemats □ Cloth Napkins

- Ice Bucket
- Pitcher
- Wine Rack
- Decanter
- Punch Bowl Set
- Coasters
- Corkscrew/Opener
- Quiche Dish
- Serving Bowl
- Serving Platter
- Covered Casserole
- Soufflé Dish
- Chafing Dish
- Soup Tureen
- Gravy/Sauce Boat
- Bread Tray
- Serving Tray
- Tea Service
- Coffee Service
- Cream/Sugar
- Cake Plate
- Torte Plate
- Dessert Dishes (set)
- Compote
- Salt/Pepper
- Trivet
- Cheese Board
- Candle Sticks
- Candle Snuffer
- Napkin Rings
- Salad Bowl
- Nut Dish
- Other: ____________________________________

Other: _____________________________________

In the Kitchen

Color Scheme: _______________________________ Table Size: ______________________________

- Toaster
- Toaster Oven
- Coffee Maker
- Coffee Grinder
- Food Processor
- Blender
- Coffee Maker
- Hand Mixer
- Deep Fryer
- Slow Cooker
- Stand Mixer
- Electric Skillet
- Steamer
- Wok/Utensils
- Can Opener
- Juicer
- Microwave Oven
- Skillet
- Saucepan
- Ice Cream Maker
- Stock Pot
- Tea Kettle
- Dutch Oven
- Roasting Pan
- Bakeware
- Bread Machine
- Baking Dish
- Mixing Bowls
- Measuring Set
- Cutlery Set
- Utensil Set
- Cookbook
- Wire Racks
- Oven Mitts
- Dish Towels
- Placemats
- Tablecloths
- Other: ________________________________

Other: ________________________________
For the Bedroom

Color Scheme: ______________________________  Bed Size: ______________________________

- Flat/Fitted Sheet
- Electric Blanket
- Pillow Case/Sham
- Blanket
- Throw Blanket
- Comforter/Duvet
- Bedspread
- Mattress Pad
- Pillows
- Breakfast Tray
- Other: ________________________________

For the Bathroom

Color Scheme: ______________________________

- Bath Towel
- Hand Towel
- Face Cloth
- Bath Accessories
- Shower Curtain
- Bath Scale
- Bath Mats/Rugs
- Hair Dryer
- Showerhead Massage
- Other: ________________________________

Around The House

Color Scheme: ______________________________

- Television
- VCR / DVD
- Stereo Equip.
- Telephone
- Clock
- Camera Equipment
- Video Camera
- Home Computer
- Iron/Ironing Board
- Vacuum / Sweeper
- Extinguisher
- Tool Box
- Sewing Machine
- Luggage
- Lamps
- Frames
- Vases
- Planters
- Other: ________________________________

Other items not listed:

______________________________________________________________________________
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Shower No. 1

<table>
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<tr>
<th>Gift</th>
<th>Giver</th>
<th>Thank You</th>
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Shower No. 2

Host/Hostess: ________________________________________________________________

Telephone: _________________________________________________________________

Location/Address: ___________________________________________________________

Date: _______________________________________________________________________

Time: _______________________________________________________________________

Type of Shower: ______________________________________________________________

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<thead>
<tr>
<th>Gift</th>
<th>Giver</th>
<th>Thank You</th>
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</table>
The Rehearsal

At the Ceremony Site
Rehearsal Date: ____________________________  Time: ____________________________

The Rehearsal Dinner
Site: ____________________________________________________________
Address: _________________________________________________________
Phone: __________________________________ Contact: _______________________
Date: __________________________________ Time: _________________________
Menu: _______________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
Price: ________________________________________________________________________________________________

Rehearsal & Rehearsal Dinner Guest List

<table>
<thead>
<tr>
<th>Invite</th>
<th>Guest Name</th>
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</table>
**Wedding Day Details**

**Beauty**
Salon: ____________________________
Telephone: ____________________________
Address: ____________________________
Stylist: ____________________________
Appointments: 1) ____________________________
2) ____________________________
3) ____________________________
4) ____________________________

**The Cake**
Bakery: ____________________________
Telephone: ____________________________
Address: ____________________________
Salesperson: ____________________________
Date Ordered: ____________________________ Date/Time Promised: ____________________________
Price: ____________________________
Delivery Information: ____________________________

**Transportation**
Company Name: ____________________________
Telephone: ____________________________
Salesperson: ____________________________
Type/Description (Carriage, Limo, etc.): ____________________________
Pickup Date: ____________________________ Time: ____________________________
Length of Rental Time: ____________________________ Capacity: ____________________________
Cost: ____________________________
Additional Time Charge: ____________________________

**Transportation Tips**
Make sure the company you use is reputable, reliable and properly licensed and insured.
Do they have more than one vehicle in case of a breakdown?
Most transportation companies charge by the hour. You may need to provide an itinerary or at least have one in mind.
Think carefully about your scheduling time, you don’t want to pay for a vehicle to sit idle while your pictures are being taken.
Don’t forget to tip your driver.
Music

Ceremony Musicians: 1) _____________________________________________________________
Telephone: ____________________________ Price: ____________________________

Ceremony Musicians: 2) _____________________________________________________________
Telephone: ____________________________ Price: ____________________________

Musical Selections:
Processional: ______________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Ceremony: ______________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Recessional: ______________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Reception Entertainers: 1) _____________________________________________________________
Telephone: ____________________________ Price: ____________________________

Reception Entertainers: 2) _____________________________________________________________
Telephone: ____________________________ Price: ____________________________

Musical Selections:
Bride & Groom’s First Dance: _______________________________________________________
Wedding Party Dance: _____________________________________________________________
Couple / Parent’s Dance: ___________________________________________________________
Other Requests: ______________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
Photography

| Studio Name: | ______________________________________________________________________________ |
| Telephone: | _________________________________________________________________________________ |
| Address: | ____________________________________________________________________________________ |
| Photographer's Name: | ________________________________________________________________________________ |
| Price: | ______________________________________________________________________________________ |

After marking your selections from the list below, make a copy of this checklist and take it to the photographer to discuss the photography plans. Be sure to specify which shots are posed, candid, in color or black & white.

### before the ceremony
- [ ] Bride alone (in wedding gown)
- [ ] Bride with her mother
- [ ] Bride with her father
- [ ] Bride with both parents
- [ ] Bride with maid/matron of honor
- [ ] Bride with bridesmaids
- [ ] Bride fixing make-up/hair
- [ ] Attendants receiving flowers
- [ ] Parents receiving flowers
- [ ] Groom alone (in tuxedo)
- [ ] Groom with his mother
- [ ] Groom with his father
- [ ] Groom with both parents
- [ ] Groom with best man
- [ ] Groom with groomsmen
- [ ] Groomsmen getting boutonnieres
- [ ] Other _____________________________
- [ ] Other _____________________________

### at the ceremony
- [ ] Guests outside of church
- [ ] Ushers escorting guests to seats
- [ ] Bride’s mother being seated
- [ ] Groom’s family being seated
- [ ] Bride and father entering church
- [ ] Groom and groomsmen at altar
- [ ] Attendants coming down aisle
- [ ] Bride and father coming down aisle
- [ ] Giving-away ceremony
- [ ] Altar during ceremony
- [ ] Bride and groom saying vows
- [ ] Ring ceremony
- [ ] Flower girl and ring bearer
- [ ] The kiss
- [ ] Bride and groom coming up aisle
- [ ] Bride and groom leaving church
- [ ] Bride and groom getting into car
- [ ] Bride and groom in decorated car
- [ ] Other _____________________________
- [ ] Other _____________________________

### before the reception
- [ ] Bride and groom’s hands
- [ ] Bridesmaids looking at bride’s ring
- [ ] Bride and groom
- [ ] Bride with her parents
- [ ] Bride and groom with honor attendants
- [ ] Bride with bridesmaids
- [ ] Groom with groomsmen
- [ ] Bride and groom with wedding party
- [ ] Bride and groom with all parents
- [ ] Bride and groom with bride’s family
- [ ] Bride and groom with groom’s family
- [ ] Bride and groom looking at each other
- [ ] Other _____________________________
- [ ] Other _____________________________
At the Reception

Photography

☐ Bride and groom arriving
☐ Bride and groom going into reception
☐ Receiving line
☐ Bride and groom in receiving line
☐ Parents in receiving line
☐ Buffet table
☐ Cake
☐ Bride and groom seated at table
☐ Bride dancing with her father
☐ Groom dancing with his mother
☐ Bride and groom talking with guests

☐ Bride and groom cutting the cake
☐ Bride and groom feeding cake
☐ Bride and groom toasting
☐ Bride throwing bouquet
☐ Groom removing bride’s garter
☐ Groom throwing garter
☐ Bride and groom dancing
☐ Decorations
☐ Other _______________________
☐ Other _______________________
☐ Other _______________________

Notes for the Photographer (Capture these moments / special people etc.): __________________________________________
__________________________________________________________________________________________________
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Reception Restroom Basket

Pamper the guests with simple comforts by placing a decorative basket filled with items listed below in the restrooms at the reception. This thoughtful basket will not only add a decorative touch but also may come in very handy for guests suffering from a variety of little troubles that may keep them from enjoying the celebration.

**Ladies Room**
- Tissues
- Bobby Pins
- Emergency Mini Sewing Kit (needle, thread, scissors)
- Aspirin
- Rolaids
- Breath Mints
- Band-Aids
- Sanitary Napkins/

**Men’s Room**
- Tissues
- Emergency
- Mini Sewing Kit (needle, thread, scissors)
- Aspirin
- Rolaids
- Breath Mints
- Band-Aids

---

**Videography**

Studio Name: 

Telephone: 

Address: 

Videographer’s Name: 

Price: 

☐ Rehearsal
☐ Pre-Ceremony
☐ Ceremony
☐ Reception

Videotape these Moments (ie., Bride & Groom’s Dance, Cake Cutting, etc.): 

...
Flowers

Florist: _____________________________________________
Telephone: ___________________________________________
Address: ___________________________________________________________________________________
Salesperson: _____________________________   Date: ___________________________

Delivery Date / Time / Place: _______________________________________________________________
Description (Bouquet Style, Colors, Flower Types): __________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

<table>
<thead>
<tr>
<th></th>
<th>quantity</th>
<th>unit cost</th>
<th>total price</th>
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<td>Floral Headpiece</td>
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<td>Honor Attendant Bouquet</td>
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<tr>
<td>Bridesmaid Bouquet</td>
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<tr>
<td>Flower Girl Bouquet</td>
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<td>Floral Headpieces</td>
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<td>Altar Pieces</td>
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<td>Aisle &amp; Pew Decorations</td>
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<td>Reception Centerpiece(s)</td>
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<td>Rehearsal Dinner Centerpiece(s)</td>
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<tr>
<td>Other</td>
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<td>Total Cost</td>
<td></td>
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</tbody>
</table>
Balloons/Decorations

Decorator: __________________________________________

Salesperson: ___________________________ Telephone: ___________________________

Address: __________________________________________________________________

Delivery Date / Time / Place: _________________________________________________

Description (Colors, Style, Shape): __________________________________________

____________________________________________________________________________

Price: ____________________________________________

Rentals

Store: 1) ___________________________________________ Telephone: _____________

Address: _____________________________________________________________________ Salesperson: ______________

Items to Reserve for Ceremony / Reception: ______________________________________

____________________________________________________________________________

____________________________________________________________________________

Pickup/Delivery Date: __________________________________________________________________ Time: ______________________

Return Date: _____________________________________________________________________ Time: ______________________

Deposit: _____________________________________________________________________ Cost: ______________________

Store: 2) ___________________________________________ Telephone: _____________

Address: _____________________________________________________________________ Salesperson: ______________

Items to Reserve for Ceremony / Reception: ______________________________________

____________________________________________________________________________

____________________________________________________________________________

Pickup/Delivery Date: __________________________________________________________________ Time: ______________________

Return Date: _____________________________________________________________________ Time: ______________________

Deposit: _____________________________________________________________________ Cost: ______________________
The Wedding Day

Ceremony Site

Site: ________________________________________________________________
Address: ________________________________________________________________
Phone: _____________________________ Contact: ________________________________
Officiant: ________________________________________________________________
Date: ________________________________
Ceremony Time: ____________________________________________________________
Arrival Time: _____________________________________________________________

Premarital Counseling Dates & Times: 1) ________________________________________________________________
2) _____________________________
3) _____________________________
4) _____________________________

Items to remember to bring to the ceremony site:

All clothing (if getting dressed on site) - gown, hosiery, shoes, veil etc.
All jewelry (bridal accessories, bridemaids accessories, wedding rings)
Unity candle (and lighter if necessary)
Guest book and pen
Programs or bulletins
Flowers (if not delivered by florist) including corsages, boutonnieres, decorations, bouquets, etc.
Ceremony decorations
Send-off items (birdseed favors, bubbles, doves, butterflies or balloons)
Other: ________________________________________________________________
________________________________________________________________________
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________________________________________________________________________
The Reception

Site: ___________________________________________________________________________________________

Address: _______________________________________________________________________________________

Phone: ___________________________________________ Contact: _______________________________________

Date: ___________________________________________ Time: ______________________________________

Price: ___________________________________________________________________________________________

Caterer: _________________________________________________________________________________________

Menu: ___________________________________________________________________________________________

________________________________________________________________________________________________

Beverages: _______________________________________________________________________________________ 

________________________________________________________________________________________________

Caterer will also provide: __________________________________________________________________________

________________________________________________________________________________________________

________________________________________________________________________________________________

Price: ___________________________________________________________________________________________

Special Notes: ____________________________________________________________________________________

________________________________________________________________________________________________

________________________________________________________________________________________________

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________________________________________________________________________________________________

Catering Tips

• Sample the food that will be served at your event.
• What’s included? Utensils, plates, napkins, serving pieces, delivery and service etc.
• Who will serve the food? Who will clean up?
• Be sure there is enough serving space, electrical outlets and tables available at your location.
• Do you need to rent serving pieces or provide them? What items will need to be returned?
• If you pick up the food, is there refrigerator storage available at your location?
• Will the food be available for the entire reception?
• What will be done with any remaining food?
• Ask someone to oversee the caterers and bring storage containers for any extra food you may want to keep.
Traditional Line-ups

ceremony

Bridesmaids  Maid of Honor  Father of the Bride  Bride  Officiant  Groom  Best Man  Groomsmen

receiving line

Mother of the Bride  Father of the Groom  Mother of the Groom  Father of the Bride  Bride  Groom  Maid of Honor  Bridesmaids

head table (reception)

Bridesmaids  Bridesmaids  Best Man  Bride  Groom  Maid of Honor  Groomsmen  Groomsmen

parents table (reception)

Grandparent(s) or other special family member(s)  Father of the Groom  Mother of the Bride  Officiant

Father of the Bride  Grandparent(s) or other special family member(s)
The Honeymoon

Travel Agency: ________________________________________________________________

Address: ______________________________________________________________________________________

Phone: __________________________________ Contact: _______________________________________

Destination: ______________________________________________________________________________________

Departure Date: _____________________________________________________________________________________

Return Date: _______________________________________________________________________________________

Travel Notes: _______________________________________________________________________________________

______________________________________________________________________________________________

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Packing List:

☐ HER Casual Outfit (s) (shirts, pants, shorts, shoes) _____________________________________________

☐ HIS Casual Outfit (s) (shirts, pants, shorts, shoes) ______________________________________________

☐ HER Formal Outfit (s) (dress, shoes) __________________________________________________________

☐ HIS Formal Outfit (s) (shirts, pants, shoes) _____________________________________________________

☐ HER Underwear ☐ Hosiery / Socks ☐ Bras ☐ HIS Underwear

☐ Sleepwear ☐ Swimwear ☐ Coat / Jacket ☐ Hats

☐ Make-up / Skin Care ☐ Toothpaste ☐ Tooth Brushes ☐ Deodorants

☐ Hair Brushes / Combs / Barettes, etc. ☐ Shave Cream / Razors / Aftershave

☐ Shampoo / Conditioners / Other Hair Care ☐ Lotions / Sunscreen / Bug Repellant

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After Every Wedding Comes a Marriage

by Florence Littauer

If any of us thought we were going to get divorced, we would not bother to get married. If we didn’t plan on a long-range relationship, we wouldn’t invest money in homes, furniture, dishes, crystal and silver. Yet statistics show that 50% of those getting married will end up divorced, suffering through the separation of themselves, their children and their possessions. Why does this happen and how can you prevent a similar fate in your marriage?

In the 20 years that Fred and I have been counseling people with marriage problems, we have developed some principles that may make a major change in your perspective.

We fall in love with opposite personalities. Although we seek companionship and compatibility, we usually choose to marry someone who is nothing like us.

We subconsciously select a person who fills in our weak areas, and when we do, the two of us fit together and become one. The one who loves to talk marries one who likes to listen. The one who likes to lead marries one who is willing to follow. Optimists marry pessimists, extroverts marry introverts.

We focus on our mates weaknesses. Once we come home from the honeymoon we begin to notice faults in the other person. She doesn’t keep the house in perfect order or cook like mother. He’s constantly giving instructions and isn’t loving like father. We find that marriage isn’t what we thought it would be, and that we don’t agree on much of anything.

We decide to make our partner over. Once we realize we’ve married a person with totally different standards and opinions, we begin to remake our mate in our image. If only we could turn the person we have into what we’d like him to be, we could be happy. We want the fun-loving one to get serious and organized, the deep thoughtful one to lighten up, the aggressive worker to slow down, and the easy going one to speed up. We set about to change what we have into a new model.

We get discouraged. When we discover that our mate is resistant to change and doesn’t get excited over our “partner-improvement program,” we get discouraged and wonder if perhaps we’ve married the wrong person.

We need help. Fred and I, without knowing what we were doing, fell into this negative pattern. We thought being in love was enough and we spent no time looking ahead to possible problems. We had such a fantastic wedding that it was featured in LIFE, May 18, 1953, but neither of us realized that after every wedding comes a marriage. When we got home from the honeymoon Fred announced, “Now I’m going to put you on your training program.” I was shocked to find that he didn’t like me as I was but only as he hoped I might become. He showed me that I didn’t walk or talk right and that I didn’t even preheat the dinner plates. He tried to make me over. I resisted the transformation, and we both became discouraged.
After 15 years of a declining marriage, we discovered the concept of the “4 Basic Temperaments,” and for the first time, had a tool to use in examining ourselves and accepting each other. We found help.

We can appreciate each others differences. Once I saw that I had been created as a Sanguine, an outgoing, fun-loving optimist, and that Fred was born a Melancholy, a deep, thoughtful, introspective introvert, I could understand that we had been attracted to each other’s opposite strengths and discouraged by each others opposite weaknesses. Once we found out that we were naturally different and that one of us wasn’t out to get the other, we began to accept each other as we were.

We can become one. Look over the following chart together and check off what characterizes you. Discuss your differences before getting married and realize that there is no perfect person. With every set of strengths come accompanying weaknesses, but when you two focus on your assets, you will fill each other’s empty spaces.

SANGUINE: The Popular Person, The Born-entertainer, Likes parties, people and fun, Loves to talk, Wants to create excitement, Entertains everyone, Gets prize for best personality, Needs attention and approval, Has little organization or follow through, Gets Depressed when life’s not fun, Controls by charm.

CHOLERIC: The Powerful Person, The Born-leader, Likes action and progress, Loves to work, Wants to motivate others, Directs everyone, Gets prize for most accomplishments, Needs obedience and appreciation, Has little tolerance for incompetence, Gets depressed when losing control, Controls by force.


MELANCHOLY: The Perfect Person, The Born-thinker, Likes solitude and silence, Loves to plan, Wants to analyze everything, Sets standards for everyone, Gets prize for most intelligent, Needs support and sensitivity, Has little need for sociability, Gets depressed over imperfection, Controls by moods, Pessimistic, Introverted, Soft-Spoken, Drained by people.

Florence and Fred Littauer travel constantly and speak on marriage and personal relationships. Florence has written 15 books. For further study on the subject of understanding others, read, “After Every Wedding Comes A Marriage”, “Personality Plus”, or “Your Personality Tree”.

Discovering your personality type can be an enlightening experience and an excellent way to improve marriage communication. Based on the knowledge of your spouse’s strengths and weaknesses, your communication will become more meaningful, your understanding and acceptance of your spouse more complete. The following test will help you establish which temperament you are, sanguine, phlegmatic, melancholy, or choleric, as well as point out the characteristics of each type.
### Personality Profile

**DIRECTIONS:** In each of the following rows of four words across, place an X in front of the one word that most often applies to you. Continue through all forty lines. Be sure each number is marked. If you are not sure of which word “most applies”, ask your fiance, spouse or friend. Now transfer all your X’s to the corresponding words on the following page and add up your totals. Then visit weddingplanner-andguide.com to discover the personality strengths and weaknesses of you and your spouse.

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<td>2</td>
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<td>Sociable</td>
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<td>5</td>
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<td>Reserved</td>
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<td>6</td>
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<td>Sensitive</td>
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<tr>
<td>7</td>
<td>Planner</td>
<td>Patient</td>
<td>Positive</td>
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<td>8</td>
<td>Sure</td>
<td>Spontaneous</td>
<td>Scheduled</td>
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<td>9</td>
<td>Orderly</td>
<td>Obliging</td>
<td>Outspoken</td>
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<td>Faithful</td>
<td>Funny</td>
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<td>Revengeful</td>
<td>Restless</td>
<td>Reluctant</td>
</tr>
<tr>
<td>40</td>
<td>Compromising</td>
<td>Critical</td>
<td>Crafty</td>
</tr>
</tbody>
</table>
Personality Scoring Sheet

Strengths

<table>
<thead>
<tr>
<th>SANGUINE</th>
<th>CHOLERIC</th>
<th>MELANCHOLY</th>
<th>PHLEGMATIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>POPULAR</td>
<td>POWERFUL</td>
<td>PERFECT</td>
<td>PEACEFUL</td>
</tr>
<tr>
<td>1 Animated</td>
<td>Adventurous</td>
<td>Analytical</td>
<td>Adaptable</td>
</tr>
<tr>
<td>2 Playful</td>
<td>Persuasive</td>
<td>Persistent</td>
<td>Peaceful</td>
</tr>
<tr>
<td>3 Sociable</td>
<td>Strong-willed</td>
<td>Self-sacrificing</td>
<td>Submissive</td>
</tr>
<tr>
<td>4 Convincing</td>
<td>Competitive</td>
<td>Considerate</td>
<td>Controlled</td>
</tr>
<tr>
<td>5 Refreshing</td>
<td>Resourceful</td>
<td>Respectful</td>
<td>Reserved</td>
</tr>
<tr>
<td>6 Spirited</td>
<td>Self-reliant</td>
<td>Sensitive</td>
<td>Satisfied</td>
</tr>
<tr>
<td>7 Promoter</td>
<td>Positive</td>
<td>Planner</td>
<td>Patient</td>
</tr>
<tr>
<td>8 Spontaneous</td>
<td>Sure</td>
<td>Scheduled</td>
<td>Shy</td>
</tr>
<tr>
<td>9 Optimistic</td>
<td>Outspoken</td>
<td>Orderly</td>
<td>Obliging</td>
</tr>
<tr>
<td>10 Funny</td>
<td>Forceful</td>
<td>Faithful</td>
<td>Friendly</td>
</tr>
<tr>
<td>11 Delightful</td>
<td>Daring</td>
<td>Detailed</td>
<td>Diplomatic</td>
</tr>
<tr>
<td>12 Cheerful</td>
<td>Confident</td>
<td>Cultured</td>
<td>Consistent</td>
</tr>
<tr>
<td>13 Inspiring</td>
<td>Independent</td>
<td>Idealistic</td>
<td>Inoffensive</td>
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<tr>
<td>14 Demonstrative</td>
<td>Decisive</td>
<td>Deep</td>
<td>Dry Humor</td>
</tr>
<tr>
<td>15 Mixes Easily</td>
<td>Mover</td>
<td>Musical</td>
<td>Mediator</td>
</tr>
<tr>
<td>16 Talker</td>
<td>Tenacious</td>
<td>Thoughtful</td>
<td>Tolerant</td>
</tr>
<tr>
<td>17 Lively</td>
<td>Leader</td>
<td>Loyal</td>
<td>Listener</td>
</tr>
<tr>
<td>18 Cute</td>
<td>Chief</td>
<td>Chartmaker</td>
<td>Contented</td>
</tr>
<tr>
<td>19 Popular</td>
<td>Productive</td>
<td>Perfectionist</td>
<td>Pleasant</td>
</tr>
<tr>
<td>20 Bouncy</td>
<td>Bold</td>
<td>Behaved</td>
<td>Balanced</td>
</tr>
</tbody>
</table>

____ TOTALS ___ TOTALS ___ TOTALS ___ TOTALS

Weaknesses

<table>
<thead>
<tr>
<th>SANGUINE</th>
<th>CHOLERIC</th>
<th>MELANCHOLY</th>
<th>PHLEGMATIC</th>
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</thead>
<tbody>
<tr>
<td>POPULAR</td>
<td>POWERFUL</td>
<td>PERFECT</td>
<td>PEACEFUL</td>
</tr>
<tr>
<td>21 Brassy</td>
<td>Bossy</td>
<td>Bashful</td>
<td>Blank</td>
</tr>
<tr>
<td>22 Undisciplined</td>
<td>Unsympathetic</td>
<td>Unforgiving</td>
<td>Unenthusiastic</td>
</tr>
<tr>
<td>23 Repetitious</td>
<td>Resistant</td>
<td>Resentful</td>
<td>Reticent</td>
</tr>
<tr>
<td>24 Forgetful</td>
<td>Frank</td>
<td>Fussy</td>
<td>Fearful</td>
</tr>
<tr>
<td>25 Interrupts</td>
<td>Impatient</td>
<td>Insecure</td>
<td>Indecisive</td>
</tr>
<tr>
<td>26 Unpredictable</td>
<td>Unaffected</td>
<td>Unpopular</td>
<td>Uninvolved</td>
</tr>
<tr>
<td>27 Haphazard</td>
<td>Headstrong</td>
<td>Hard-to-please</td>
<td>Hesitant</td>
</tr>
<tr>
<td>28 Permissive</td>
<td>Proud</td>
<td>Pessimistic</td>
<td>Plain</td>
</tr>
<tr>
<td>29 Angered Easily</td>
<td>Argumentative</td>
<td>Alienated</td>
<td>Aimless</td>
</tr>
<tr>
<td>30 Naive</td>
<td>Nervy</td>
<td>Negative Attitude</td>
<td>Nonchalant</td>
</tr>
<tr>
<td>31 Wants Credit</td>
<td>Workaholic</td>
<td>Withdrawn</td>
<td>Worrier</td>
</tr>
<tr>
<td>32 Talkative</td>
<td>Tactless</td>
<td>Too Sensitive</td>
<td>Timid</td>
</tr>
<tr>
<td>33 Disorganized</td>
<td>Domineering</td>
<td>Depressed</td>
<td>Doubtful</td>
</tr>
<tr>
<td>34 Inconsistent</td>
<td>Intolerant</td>
<td>Introvert</td>
<td>Indifferent</td>
</tr>
<tr>
<td>35 Messy</td>
<td>Manipulative</td>
<td>Moody</td>
<td>Mumbles</td>
</tr>
<tr>
<td>36 Show-off</td>
<td>Stubborn</td>
<td>Skeptical</td>
<td>Slow</td>
</tr>
<tr>
<td>37 Loud</td>
<td>Lord-over-others</td>
<td>Loner</td>
<td>Lazy</td>
</tr>
<tr>
<td>38 Scatterbrained</td>
<td>Short Tempered</td>
<td>Suspicious</td>
<td>Sluggish</td>
</tr>
<tr>
<td>39 Restless</td>
<td>Rash</td>
<td>Revengeful</td>
<td>Reluctant</td>
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<tr>
<td>40 Changeable</td>
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</tr>
</tbody>
</table>

____ TOTALS ___ TOTALS ___ TOTALS ___ TOTALS

COMBINED TOTALS:

____ ____ ____ ____

Visit www.weddingplannerandguide.com for the Personality Meanings