

# WEDDING CHECKLIST

This checklist will help you guide the way and keep track on what comes next.  
Enjoy the journey.....

## 12 MONTHS

- Book NDG Weddings & Events as your competent Wedding Planners
- Decide on the size of your wedding
- Decide on your dream venue or let your co-ordinator help you choose the perfect venue if you are from abroad
- Book your ceremony
- Book your photographer

## 10 MONTHS

- Start compiling a guest list
- Decide on a wedding dress and visit a few designers suitable to your budget
- Settle on a reputable chef or Catering Company if the venue does not supply one
- Meet with your chosen florist, lighting & décor specialist.
- Book hair & makeup
- Book musicians, band and DJ
- Meet your Stationers to discuss your wedding invitations & additional stationery
- Send "SAVE THE DATES"
- Start planning the menu

## 6 MONTHS

- Compile a gift registry
- Order & meet with your baker regarding your wedding cake
- Buy or design the bride's attendant's dresses

## 4 MONTHS

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- Mail the wedding invitations
- Discuss with your groom his decisions for the groom's men's suits and attire. Don't forget the other male members in the retinue, i.e. fathers, grandfathers, best man, etc. Go and visit suit hire shops and select your favourites to book.
- Wedding bands – made or purchased
- Bridal car
- Decide on favours for guests

## 2 MONTHS

- See a lawyer about the marriage contract
- Order drinks if not provided (the venue provides)
- Food & Wine Tasting
- Cake tasting
- Table & centre-piece mock-up
- Consult dress designer and buy accessories & shoes

## 1 MONTH

- Hair & Make up trial
- Final dress fittings
- Final dress fittings for brides' attendants
- Contact any guests that haven't replied
- Finalise seating plan
- Confirm with chef or venue the no. of confirmed guests & special dietary requirements
- Confirm with all service providers, the final programme & timeline of the day
- Advise all involved in bridal party of their duties
- Groom to confirm honeymoon

## 1 – 2 WEEKS BEFORE

- Collect your wedding dress & additional outfits
- Make sure that all the men's outfits are ready and that they fit perfectly

- Groom to go for grooming session and haircut
- Bride to have final facial at least 5 days before wedding
- Manicure & Pedicure
- Enjoy a relaxing massage
- Make final payments

#### 2 DAYS

- Wedding rehearsal at venue or church
- Ensure Photographer & Videographer attend rehearsal to discuss positioning and lighting of the cameras

#### 1 DAY BEFORE

- Give rings to best man
- Soak in a bubble bath
- RELAX AND GET A GOOD NIGHTS REST

#### AFTER WEDDING

- FINALISE ALL OUTSTANDING PAYMENTS
- CONFIRM DELIVERY DATE FOR PHOTOGRAPHS AND VIDEOS



**NDG**

*weddings & events co-ordination service*



- SEND OUT THANK YOU CARDS TO ALL GUESTS & SERVICE PROVIDERS