



*Hannah Kristine's*  
WEDDING PLANNING CHECKLIST

EVERYTHING YOU NEED TO  
BEGIN YOUR WEDDING JOURNEY

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WEDDING PLANNING CHECKLIST



# Wedding Planning Checklist

## MAIN DETAILS

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- Wedding Date
- Location/Venue
- Number of Guests
- Engagement Party
- Rehearsal Dinner
- Ceremony
- Reception
  
- Wedding Planner
- Wedding Day Coordinator
- MC (Master of Ceremonies)
- Celebrant
- Maid Of Honour
- Bridesmaids
- Best Man
- Groomsmen
  
- Photographer
- Videographer
- Caterer
- Cake Maker



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## INVITATIONS

- |   |   |
|---|---|
| <input type="checkbox"/> Save-the-Date Cards  | <input type="checkbox"/> Seating Cards    |
| <input type="checkbox"/> Invitations          | <input type="checkbox"/> Table Numbers    |
| <input type="checkbox"/> Reply Cards          | <input type="checkbox"/> Place Cards      |
| <input type="checkbox"/> Guest Book           | <input type="checkbox"/> Menu Cards       |
| <input type="checkbox"/> Map/Directions Cards | <input type="checkbox"/> Cocktail Napkins |
| <input type="checkbox"/> Envelopes            | <input type="checkbox"/> Coasters         |
| <input type="checkbox"/> Thank You Cards      | <input type="checkbox"/> Wedding Programs |

# Wedding Planning Checklist

## CEREMONY

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- Ceremony Musicians
- Aisle runner
- Pew/chair decorations
- Altar decorations
- Candles and holders
- Entranceway arrangement
- Wreaths
- Garland
- Confetti/ petals
- Other arrangements

## COCKTAIL HOUR

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- Catering
- Music
- Hires – linens, tables, chairs, etc...
- Beverages
- Flowers & Décor
- Bar
- Bartenders
- Wine
- Beer
- Champagne
- Non-alcoholic beverages
- Spirits



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## RECEPTION

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- Catering
- Hires – linens, tables, chairs, etc...
- Beverages
- Flowers & Décor
- Miscellaneous
- Tents
- Lighting
- Rentals
- Tables
- Linens
- Chairs
  
- China
- Glassware
- Flatware
- Parking/Valet
- Catering
- Reception Menu
- Wait Staff
  
- Bar
- Bartenders
- Wine
- Beer
- Champagne
- Non-alcoholic beverages
- Spirits
- Gratuities
- Reception Music





# Wedding Planning Checklist

## KEY COMPONENTS

- Wedding Dress
- Groom's Tux
- Cake Topper
- Serving Set
- Cake Boxes
- Ceremony Site Decorations
  
- Bride's Bouquet
- Bridesmaid's Bouquets
- Boutonnieres
- Flower Girl Accessories
- Corsages and Posies
- Reception Table Centrepieces
  
- Buffet Table Decorations
- Cocktail Hour Décor
- Car Decorations
- Entranceway Decorations
  
- Seating Card Table Arrangement
- Restroom Arrangements
- Wreaths
- Garlands
- Cake Table Décor



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