

# Summary Checklist

## The Rings

- Have you picked up your wedding rings?
- Do the rings fit properly?
- Have you insured your rings?

## The Ceremony

- Are all the details of the ceremony finalized with the officiant?
- Have all decorations been decided on and ordered or made?
- Do rental companies know the delivery date, time and place?
- Has all the music selections been made?
- Have all the details been made with musicians ,singers and sound man?
- Do the musicians, singers and sound man know the date and time for the rehearsal and rehearsal party? The ceremony?
- Have all arrangements been made for the rehearsal and the rehearsal dinner?
- Have you gone over the schedule and duties with the coordinator?

## The Reception

- Have you finalized all the details with the person in charge at the reception site?
- Have you gone over the schedule and duties with the coordinator?
- Have you checked on seating arrangements at the reception site?
- Have you finalized all details with the baker? Have you given the baker the delivery date, time and place?
- Have all the details been finalized with the caterer? Have you given the caterer the final estimate of the number of guests?
- Have you finalized details with the band?
- Have you finalized details with rental companies? Do they know the delivery date, time and place?
- Have you arranged decorations with the florist for the reception site? Do they know the delivery date, time and place?



## Wedding Attire

- Are your bridesmaids' dresses ready?
- Are the men's tuxes ready?
- Have you purchased gifts for the attendants and parents?
- Are your gown, headpiece and accessories ready?

### **The Photographer**

Have you finalized all the details with the photographer?

### **The Florist**

Have you finalized all the details with the florist?

### **The Transportation**

Do you have enough vehicles?

Have you finalized the details with the rentals?

Do the drivers know their schedules?

Does the wedding party know when to arrive on the wedding day?

Has arrangements been made for picking up out-of-town attendants at the airport if necessary?

### **The Printer**

Have you ordered invitations, thank you cards, napkins and other stationary?

Have you proofread all printed orders?

### **Legal Matters**

Do you have your marriage License?

Have you changed your name on all legal and important documents?

Have you done an address change at the post office?

### **The Honeymoon**

Have all reservations been confirmed for the honeymoon including transportation and hotels?

Do you have all tickets needed?

Did you give a schedule of your plans to someone you trust not to bother you on your honeymoon unless it's an emergency? This is a precautionary measure that should be taken especially if you are traveling out of the country.

Did you get your passports and take care of all other necessary requirements for travel out of the country?

Is your vehicle ready for a trip? Did you do maintenance, change the oil, check the tires, etc.?

Do you have someone to take care of your home while you are gone?

Did you arrange for the post office to stop mail delivery while you are gone?

Do you have your luggage packed?

Did you arrange for someone to take care of your luggage

