

Wedding Planner

Planning a wedding takes organization just like any other event. It is important to have a plan to go off of in order to make preparations go smoother and with as few issues as possible. Using the plan below will help you to enjoy every moment of the process up until your big day!

Getting Started With The Basics

Wedding Date: _____ 2nd Choice: _____

Wedding Location: _____

Reception Location: _____

Size of Wedding (Guests): **Small: 0-50** **Medium 50-100** **Large 100+**

Formality: **Formal** **Semi-formal** **Informal**

Time of Day: **Morning** **Noon** **Evening**

Possible Themes: _____

Wedding Style: (Check all that apply)

- | | | | |
|--|--------------------------------------|-------------------------------------|--------------------------------------|
| <input type="checkbox"/> Sophisticated | <input type="checkbox"/> Traditional | <input type="checkbox"/> Exciting | <input type="checkbox"/> Religious |
| <input type="checkbox"/> Fancy | <input type="checkbox"/> Indoor | <input type="checkbox"/> Tight Knit | <input type="checkbox"/> Exotic |
| <input type="checkbox"/> Romantic | <input type="checkbox"/> Outdoor | <input type="checkbox"/> Elegant | <input type="checkbox"/> Casual |
| <input type="checkbox"/> Fun | <input type="checkbox"/> Unique | <input type="checkbox"/> Benevolent | <input type="checkbox"/> Private |
| <input type="checkbox"/> Spiritual | <input type="checkbox"/> Foreign | <input type="checkbox"/> Charming | <input type="checkbox"/> Extravagant |

Look at the Pretty Flowers

Flowers are traditional decorations at weddings. They portray feelings, convey a theme, and add to the atmosphere of your special day. They are absolutely essential. Here is a short list of where flowers are commonly placed. (Check the places you want flowers to be)

- | | | |
|---|--------------------------------------|---|
| <input type="checkbox"/> Altar, Pew & Aisle Flowers | <input type="checkbox"/> Attendants | <input type="checkbox"/> Parents |
| <input type="checkbox"/> Bridal Bouquet | <input type="checkbox"/> Flower Girl | <input type="checkbox"/> Ushers |
| <input type="checkbox"/> Groom Boutonniere | <input type="checkbox"/> Ring Bearer | <input type="checkbox"/> Reception Tables |

Types of Flowers: _____

Possible Florist 1: _____ Phone: _____

Address: _____

Cost Estimate: _____

Possible Florist 2: _____ Phone: _____

Address: _____

Cost Estimate: _____

Precious Memories (Photography and Video)

Possible Photographer/Videographer 1: _____ Phone: _____

Address: _____

Cost Estimate: _____

Possible Photographer/Videographer 2: _____ Phone: _____

Address: _____

Cost Estimate: _____

Time to Party (The reception)

Decorations: _____

Food: _____

Possible Caterer(s): _____

Cake Flavor and Style: _____

Possible Bakeries or Cake Makers: _____

Types of Entertainment: _____

Entertainment Providers: _____

Let's Talk Costs (Budget)

How much do you want to spend? (Just a rough number will do): _____

A List of Major Expenditures to keep in mind:

- | | | |
|-----------------------|----------------------------------|------------------------------------|
| Attire | Engagement Rings & Wedding Bands | Engagement & Wedding Announcements |
| Flowers & Decorations | Marriage License | Thank You Letters |
| Food & Drink | Wedding Cake / Desserts | Wedding Consultant |
| Reception Hall | Attendants Gifts | Photo/Videography |
| Entertainment | Wedding Invitations | |

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