

Wedding Planner

Your Wedding Planning Made Simple

Planning a wedding can sometimes feel like a full time job. With this planner along with the meticulous attention to detail of your Roosevelt Catering Manager, your wedding planning is sure to be a smooth process. Your wedding is a once in a lifetime event enjoy planning it! – The Roosevelt Catering Team.

Before you start you planning think about the type of your wedding - Formal – Informal - Big or small – What time of the year, is there a special date that means some thing to you?

Six or more months ahead Thinks to thing about:

- □ Set Budget
- Look for Photographer
- □ Hire wedding planner
- **D** Book the Music
- □ Think about the guest list
- Look for Florists
- □ Finalize wedding date
- Look into Hair and Makeup
- Look in to venue
- Look into honeymoon places
- □ Look for dress
- Purchase Save the Date Card

## Four months ahead

- Look for all accessories to go with your dress
- Order Invitations and Favors
- Do your Gift Registry
- Choose the gifts for bridal party
- Choose your bridesmaid dresses
- Get a test Hair and Makeup done

## Two Months ahead

- Decide on the Wedding Menu
- □ Write your Vows
- □ Schedule Rehearsal time and place
- Mail Invitations
- Do your Dress Fitting

# One Month ahead

- Have your programs printed
- Do your address change
- Do all the necessary paperwork
- Buy your guest book

## Two Weeks ahead

- Do your final dress fitting
- □ finish your seating chart
- □ Write down everyone's responsibility
- Pack for honeymoon
- □ Confirm all the details with caterers
- confirm all the transportations

## One day ahead

- Have manicure and pedicure
- □ Enjoy your day!
- Enjoy your rehearsal dinner
- □ Have all the payments ready