

The Planning Pages

Michelle's Bridal
3899 E Sunset Road
Las Vegas, Nevada 89120

(702) 897-9700 Office
www.MichellesBridal.com
MichellesBridal@msn.com

The Bride & Groom Planner

Planning your special day in advance will ensure you enjoy every minute of your wedding.

TWELVE MONTHS OR MORE AHEAD

- Select a wedding date.
- Consult fiancé and parents on budget and financial support.
- Set budget and number of guests to be invited.
- Decide type of wedding: informal or formal
- Choose and secure the ceremony location.
- Choose and book officiant.
- Choose and secure the reception location.
- Buy wedding rings.
- Book wedding consultant, if applicable.

EIGHT TO TWELVE MONTHS AHEAD

- Arrange for families to meet if they have not already.
- Announce engagement in local newspapers.
- Order gown.
- Order accessories: veil, lingerie, gloves, and shoes.
- Compile guest list from both the bride and groom's families.
- Choose and notify attendants.
- Select and order attendants' gowns.
- Order and send out save the date cards. **(Michelle's Bridal)**
- Select caterer.
- Select photographer.
- Select balloon decorator.
- Select florist.
- Select videographer.
- Select and order wedding cake and cake top. **(Michelle's Bridal)**
- Select and register bridal registry items.
- Select music for ceremony.
- Select music/entertainment for reception.
- Discuss honeymoon plans.
- Plan details of reception.

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SIX TO EIGHT MONTHS AHEAD

- Plan details with florist.
- Order invitations, announcements, reception cards, response cards, informal cards, personal stationery and thank-you notes. **(Michelle's Bridal)**
- Reserve limousine transportation for the bridal party.
- Reserve or arrange transportation to and from the ceremony and reception for out-of-town guests.
- Reserve rental equipment: tables, chairs, and tents.
- Find a new place to live.
- Finalize honeymoon plans with fiancé.
- Reserve accommodations for out-of-town guests.
- Book engagement portrait photographer.
- Hire stylists for wedding hair and makeup.
- Hire a coordinator to orchestrate the ceremony and reception.

FOUR TO SIX MONTHS AHEAD

- Select men's formalwear.
- Begin shopping for trousseau.
- Shop for home furnishings.
- Set appointment for blood test (This requirement varies from state to state).
- Book room for wedding night.
- Choose and order favors. **(Michelle's Bridal)**

TWO TO FOUR MONTHS AHEAD

- Address wedding invitations.
- Choose groom's and attendants' gifts. **(Michelle's Bridal)**
- Confirm delivery dates of all dresses.
- Discuss details of menu with caterer.
- Discuss ceremony with officiant.
- Choose readings and confirm vows for ceremony.
- Schedule the rehearsal.
- Confirm rehearsal dinner arrangements.

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ONE TO TWO MONTHS AHEAD

- Send announcements to newspapers.
- Complete shopping for trousseau.
- Buy stockings and any remaining accessories needed.
- Have final dress fitting.
- Pick up ring; check engraving.
- Buy guest book, pen, toasting glasses, unity candles, garter, cake knife and server, wedding cameras, personalized napkins and matches, flower girl's basket, and ring bearer's pillow. **(Michelle's Bridal)**
- Mail invitations.
- Order wedding programs. **(Michelle's Bridal)**
- Practice hairstyle with veil, if doing your own hair for wedding.
- Set a date with your fiancé to get the marriage license.
- Make name change to proper documents.
- Remind your bridesmaids of final gown fittings.
- Plan bridesmaids' party.
- Have formal wedding portrait taken.
- Pick up gown or have it delivered.
- Write thank-you notes for gifts received.
- Assign friends or family to assist with corsages, boutonniere, guest book, gift table, and cake cutting.
- Send request lists to photographer, videographer and musicians.
- Plan bouquet preservation.

TWO WEEKS AHEAD

- Double check attire and accessories for all members of the wedding party.
- Confirm time and date of wedding rehearsal with wedding party.
- Review reception seating plans and prepare place cards, if necessary.
- Schedule appointment for manicure and pedicure.
- Arrange for cleaning and preservation of gown upon return from honeymoon.
- Write toasts for rehearsal dinner and wedding reception.
- Address announcements to mail on wedding day.
- Confirm honeymoon arrangements.

ONE WEEK AHEAD

- Have final conversation with caterer, florist, baker, photographer, musicians, and videographer.
- Give final count to reception facility and caterer.
- Host and/or attend bridesmaids' luncheon.
- Pack for honeymoon.
- Get going-away outfit ready.
- Purchase traveler's checks.
- Confirm responsibilities assigned to family and friends.
- Finalize seating chart.

ONE DAY AHEAD

- Confirm pickup times with limousine and/or other transportation.
- Rehearsal and rehearsal dinner.
- Present attendant gifts to wedding party at the rehearsal dinner.

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The Bride's Checklist

The smallest forgotten details can often create the biggest headache.
Two weeks before the wedding, as well as the day before, simply review
this list to ensure that you have not overlooked any of these easy-to-forget items.

WEDDING DAY APPAREL

- Gown pick-up and pressing
- Shoes
- Bra
- Slip
- Hosiery
- Jewelry
- Garter

WEDDING DAY ACCESSORIES

- Guest book and pen
- Ring pillow
- Cake knife and server
- Toasting glasses
- Favors
- Other _____

EMERGENCY KIT

- A list of phone numbers of bridal party and vendors
- Sewing kit; matching thread, safety pins and scissors
- Something old, something new, something borrowed and something blue
- Makeup
- Skin cleanser, moisturizer and makeup remover
- Lotion
- Deodorant
- Toothbrush, toothpaste and mouthwash
- Antacid
- Breath mints
- Fingernail polish: color to match nails, clear to stop nylon runs
- Hair styling items: hair dryer, curlers, comb, brush, hand mirror, hairspray, bobby pins
- Extra pair of hosiery for bride and bridesmaids
- Handi-wipes, Kleenex
- Portable iron or steamer
- Anti-cling spray
- Tape
- Extra cash, coins and bills
- Camera with film

LAST BUT NOT LEAST

- Marriage license
- Groom's Ring

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The Groom's Checklist

Today's grooms are much more involved in the overall wedding planning. By assuming more responsibility most grooms see the reward in a calmer, happier bride-to-be. Here is a checklist to help you assist your lovely bride.

TWELVE MONTHS OR MORE AHEAD

- Select and purchase bride's rings (if not yet selected).
- Discuss division of financial obligations with fiancé and parents.
- Determine the budget, date and number of guests with fiancé.
- Choose and secure reception location.
- Choose and book officiant.

EIGHT TO TWELVE MONTHS AHEAD

- Choose your best man and ushers (one per every 50 guests).
- Start planning your honeymoon.
- Start compiling your guest list.
- Arrange to pay for bride's bouquet, boutonnieres and corsages.

SIX TO EIGHT MONTHS AHEAD

- Check passports and visas.
- Find a new place to live.
- Make reservations for honeymoon: buy tickets.
- Consult with fiancé and arrange lodging for out-of-town guests and attendants.
- Reserve limousine or special transportation for bridal party.
- Reserve special transportation to ceremony and reception for out-of-town guests.

FOUR TO SIX MONTHS AHEAD

- Select and order formalwear for yourself and the men in your wedding party.
- Shop for new home furnishings.
- Book room for wedding night.
- Set appointment for blood test (This requirement varies from state to state).
- Start planning rehearsal dinner with parents.

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TWO TO FOUR MONTHS AHEAD

- Confirm rehearsal dinner arrangements.
- Select your gift for the bride and the gifts for your groomsmen.
- Review checklist items above to confirm completion of each detail.

ONE TO TWO MONTHS AHEAD

- Set a date with your fiancé to get the marriage license.
- Confirm reservations for rehearsal dinner.
- Pick-up wedding rings and check engraving.
- Help fiancé with thank-you notes.
- Shop for honeymoon clothes.

TWO WEEKS AHEAD

- Confirm honeymoon details; tickets, reservations, passports and rentals.
- Arrange to begin moving belongings to new home.
- Give or attend bachelor party or dinner.
- Schedule hair cut/styling appointment.
- Arrange with the best man for transportation from reception to airport or hotel.
- Send change of address information to post office (if applicable).
- Double check attire and confirm size reservations have been made for all groomsmen.

ONE WEEK AHEAD

- Confirm time/place of rehearsal, rehearsal dinner and wedding with attendants.
- Pack for honeymoon.
- Purchase traveler's checks.
- Get your "going away clothes" ready so you can change right after the reception.

DAY BEFORE WEDDING

- Rehearsal and rehearsal dinner.
- Present gifts to best man and groomsmen.
- Confirm pick up times with limousine and/or other transportation.
- Explain special seating arrangements for family and guests to your head usher.

DAY OF WEDDING

- Pick up formalwear.
- Give best man the officiant's fee in a sealed envelope for delivery.

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Important Phone Numbers

| | |
|-----------------------------------|--|
| Reception Facility | _____ |
| Church/Temple | _____ |
| Clergy | _____ |
| Invitations, Accessories & Favors | <u>Michelle at Michelle's Bridal: (702) 897-9700</u> |
| Chocolate Fountains | <u>Chocolate Fountains by the Dip Chicks: (702) 339-9905</u> |
| Bridal Salon | _____ |
| Jeweler | _____ |
| Caterer | _____ |
| Balloons | _____ |
| Florist | _____ |
| Photographer | _____ |
| DJ/Band | _____ |
| Videographer | _____ |
| Singers | _____ |
| Ceremony Musician(s) | _____ |
| Las Vegas Wedding Coordinator | _____ |
| Other Wedding Coordinator | _____ |
| Limousine/Carriage | _____ |
| Rentals | _____ |
| Cake | _____ |
| Makeup & Hair Artist | _____ |
| Formalwear | _____ |
| Other | _____ |