

**Clique & Co.**

~ The Ultimate Wedding Planning Checklist ~

Here comes the guide!

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Wedding Planner

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reference:

<http://www.magnetstreet.com/pdfs/Weddings/Wedding-Planning-Checklist_26433.pdf>

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| **12 months** |

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| * Decide on a date and venue | The earlier you can reserve these, the better! Will it be a church, garden or beach wedding? |
| * Organise a meeting of the parents and determine your budget | Work out how much each family is contributing so that there are no surprises |
| * Choose the type of wedding | Form a basic idea of the kind of wedding you would like to have e.g.- simple or lavish? |
| * Pick your wedding party | Best man, groomsmen, maid of honor, bridesmaids, flower girl, ring bearer etc. |
| * Pick or hire a MC | Someone who enjoys being in the limelight, is confident telling a few jokes, and will make sure everyone is having a good time |
| * Start a wedding folder | This is where you can compile your notes and ideas about anything wedding related |
| * Hire a planner | A planner will take the stress off you and they can negotiate good deals with vendors |
| * Start your guest list | Be realistic about the number of guests to avoid stress later on |
| * Research your wedding professionals (vendors?) | These include your videographers, photographers, caterer, DJ, florist, decorator etc. Wedding planners can help with this! |
| * Start shopping for wedding rings and your dress | The sooner you buy them, the sooner you can check it off your list |

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| **9 months** |

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| * Book your official videographers | Clique & Co are the way to go! (LOL) |
| * Book your photographer | Consider having an unplugged wedding |
| * Book your DJ, florist, caterer, decorator and wedding cake | Use your friends circle! (Friends as vendors) This can be a big cost-cutter |
| * Book your celebrant | Have some good conversations with them to determine if they’re the right fit |

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| **6 months** |

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| * Buy wedding party suits/dresses | Your bridal party should complement your gown/suit, but be sure to consider figure types and coloring when selecting outfits |
| * Book wedding car | Try and book this as soon as you can to ensure you get the car of your dreams |
| * Get your engagement photos done | These can be used for your save-the-date cards. It’s also the perfect time to test out your photographer before the big day |
| * Launch a website | A good way to broadcast your registry details loud and clear |
| * Finalise guest list | Try to avoid any last-minute add-ons. Don’t let your parents or in-laws bully you! |

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| **5 months** |

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| * Purchase dress and any other accessories and shoes | These can include veils, hair pieces, jewellery. But remember: less is more |
| * Send out the save-the-date notices | Send these as cards, facebook notice or even as a video |
| * Create a gift registry with at least 3 retailers | Decide together on the things you need and want. Make sure to be considerate of your guests and hit all price points |
| * Plan your honeymoon | Don’t forget to renew your passports! |

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| **3 months** |

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| * Select and mail your invitations (with gift register) | Include details of any accommodation available for guests |
| * Buy or make a guest book | Be creative! These can be in the form of a polaroid board, framed photo, canvas, etc |
| * Buy or make wedding favors | The best favors are not only personalized, but also useful |

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| **2 months** |

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| * Bachelor/bachelorette party | This should be the responsibility of the maid-of-honor and best man, so kick back and relax! |
| * Finalise and send wedding schedules to your vendors | Videographers, photographers, caterers etc. Sending this early allows ample time for feedback and tweaks. |
| * Book hair and makeup trials | Make sure to tell your stylists exactly what you want. Don’t be afraid to speak up, after all it is your big day! |

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| **1 month** |

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| * Get marriage license | A good time to also notify any change of names (eg with your bank) |
| * Finalise seating plans | To avoid any catfights (complaints?), allocate a group of people to a table, but let your guests choose where to sit themselves |
| * Write vows and prepare speeches | Keep it short but sweet |
| * Final wedding dress fitting | Make sure you can breathe in it! |
| * Confirm date and final payments with vendors | Just being extra organized is never a bad thing. |

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| **1 week** |

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| * Wedding rehearsal | Don’t forget to time all journeys |
| * Prepare emergency bride and groom kits | These can include toothpaste, painkillers, sanitary pads, needle/safety pins, makeup, tissue, deodorant, nail glue, hair gel etc |
| * Assign people to pack up after the wedding | Minimize stress on the day by delegating tasks beforehand |
| * Confirm final attendances | Follow up with your guests to make sure there aren’t any last minute cancellations |
| * Get nails done | Follow up with your guests to make sure there aren’t any last minute cancellations |
| * Pack for your honeymoon | Keep up the wedding buzz by not having to stress about packing |

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