



Crystal Palace Catering

Est. 1981

Wedding Checklist

Completed	Task	Notes
6 to 12 months before the wedding		
<input type="checkbox"/>	Choose a date and time for the wedding.	
<input type="checkbox"/>	Decide on a budget for the wedding.	
<input type="checkbox"/>	Decide on the type of wedding that you want (formal, intimate) and the size of the wedding.	
<input type="checkbox"/>	Draw up a guest list.	
<input type="checkbox"/>	Choose and book a reception venue.	
<input type="checkbox"/>	Choose and book a ceremony venue.	
<input type="checkbox"/>	Choose and book a celebrant for your wedding.	
<input type="checkbox"/>	Choose and book a photographer for your wedding.	
<input type="checkbox"/>	Choose and book a videographer for your wedding.	
<input type="checkbox"/>	Choose and book your wedding transportation.	
<input type="checkbox"/>	Choose a caterer and decide on menu.	
<input type="checkbox"/>	Consult a wedding co-ordinator if you wish to employ some extra help.	
<input type="checkbox"/>	Choose your Bridal party and ask them to be a part of your special day.	
<input type="checkbox"/>	Decide on a theme and colours for your wedding.	
<input type="checkbox"/>	Decide on a honeymoon destination.	
<input type="checkbox"/>	Check that your passports are still valid if you are planning to head overseas for your honeymoon.	
<input type="checkbox"/>	Order your wedding invitations, thank you cards and envelopes, RSVPs and place cards.	
<input type="checkbox"/>	Decide on the form of wedding entertainment that you would like and make a booking.	
<input type="checkbox"/>	Choose and book a MC for your reception.	

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<input type="checkbox"/>	Start your health and beauty regime.	
<input type="checkbox"/>	Start looking at Bridal attire and formal wear for the Bridal party.	
<input type="checkbox"/>	Make appointments for fittings.	
<input type="checkbox"/>	Choose a florist and discuss your theme and colours.	
<input type="checkbox"/>	Organise your birth certificate or a certified extract.	
<input type="checkbox"/>	Register your Notice of Intent to Marry (not more than 6 months no less than 1 month and 1 day prior to your wedding date).	
<input type="checkbox"/>	Give your overseas guests knowledge of your wedding date.	
<input type="checkbox"/>	Order your hire equipment if it is required.	
<input type="checkbox"/>	Register for gifts if you are using a gift registry.	
<input type="checkbox"/>	Design or choose your wedding rings.	

3 to 6 months before the wedding

<input type="checkbox"/>	Choose your accessories (shoes, jewellery, bags, lingerie, ties, cufflinks, etc...)	
<input type="checkbox"/>	Start looking at wedding cake designs and choose a design and flavour.	
<input type="checkbox"/>	Order your bonbonniere.	
<input type="checkbox"/>	Choose a hair stylist and make up artist.	
<input type="checkbox"/>	Decide on the type of bouquet and floral arrangements that you want.	
<input type="checkbox"/>	Start shopping for gifts to be added to your gift registry.	
<input type="checkbox"/>	Start writing your vows if you choose to write your own.	
<input type="checkbox"/>	Have your vaccinations and inoculations if you are travelling overseas for your honeymoon.	
<input type="checkbox"/>	Book the Bridal Suite for your wedding night.	

2 months before the wedding

<input type="checkbox"/>	Mail out your invitations and gift registry lists if you have registered.	
<input type="checkbox"/>	Confirm your bookings with all the goods and service providers you have employed for your wedding.	
<input type="checkbox"/>	Finalise the menu with your caterer.	
<input type="checkbox"/>	Discuss photos and videography styles with your photographer and videographer.	
<input type="checkbox"/>	Buy or hire the attire for the Groom and his Groomsmen.	
<input type="checkbox"/>	Purchase gifts for the attendants and for each other.	
<input type="checkbox"/>	Register your Notice of Intent to Marry (not more than 6 months no less than 1 month and 1	

	day prior to your wedding).	
1 month before the wedding		
<input type="checkbox"/>	Have fittings for Bridal wear and attire for the whole bridal party.	
<input type="checkbox"/>	Have trials for hair styles and make up.	
<input type="checkbox"/>	Plan the seating arrangements for guests.	
<input type="checkbox"/>	Organise a wedding rehearsal.	
<input type="checkbox"/>	Give your caterer an approximate number of guests attending.	
<input type="checkbox"/>	Arrange accommodation for overseas and interstate guests.	
<input type="checkbox"/>	Make sure that all your wedding documentation is in order.	
<input type="checkbox"/>	Finalise any honeymoon plans.	
<input type="checkbox"/>	Finalise all accessories and items to complete your wedding look.	
<input type="checkbox"/>	Confirm all details with all goods and service providers employed.	
<input type="checkbox"/>	Organise any name changes if the bride is to change her surname.	
<input type="checkbox"/>	Pick up wedding rings.	
<input type="checkbox"/>	Organise another fitting for the Bridal party for all wedding attire.	
<input type="checkbox"/>	Ask all your speakers to prepare their speeches and toasts.	
<input type="checkbox"/>	Decide on songs for the First Dance, walking down the aisle and other music you want to play at the reception.	
2 weeks before the wedding		
<input type="checkbox"/>	Confirm the number of guests with your caterer.	
<input type="checkbox"/>	Finalise seating plans.	
<input type="checkbox"/>	Have a wedding rehearsal.	
<input type="checkbox"/>	Write out your place cards.	
<input type="checkbox"/>	Organise final fittings for the whole Bridal party.	
<input type="checkbox"/>	Check your honeymoon details and confirm all your bookings.	
<input type="checkbox"/>	Organise traveller's cheques, visas, foreign currency and insurance for your honeymoon if you are going overseas.	
<input type="checkbox"/>	Try on your wedding outfit.	
<input type="checkbox"/>	Have your final consultations with photographers, videographers, caterers, florists, drivers and your entertainment.	

<input type="checkbox"/>	Confirm all goods and services again!	
<input type="checkbox"/>	Make sure that everyone has started writing their speeches.	
<input type="checkbox"/>	See your beauty therapist for final facials and any waxing needed.	
<input type="checkbox"/>	Reconfirm your bridal suite for the wedding night.	
1 week before the wedding		
<input type="checkbox"/>	Pack for your honeymoon.	
<input type="checkbox"/>	Make wedding itineraries, including maps and contact details for everyone involved with the wedding.	
<input type="checkbox"/>	Try on your wedding outfit.	
<input type="checkbox"/>	Have your final consultations with photographers, videographers, caterers, florists, drivers and your entertainment.	
<input type="checkbox"/>	Wear in your wedding shoes.	
<input type="checkbox"/>	Have a hairstyle trial with your veil or any other head wear you are planning to wear.	
<input type="checkbox"/>	Confirm all goods and services again!	
<input type="checkbox"/>	Make sure that everyone has started writing their speeches.	
<input type="checkbox"/>	See your beauty therapies for final facials and any waxing needed.	
<input type="checkbox"/>	Reconfirm your bridal suite for the wedding night.	
1 day before the wedding		
<input type="checkbox"/>	Have a manicure and pedicure.	
<input type="checkbox"/>	Confirm when your cake and flowers will be arriving.	
<input type="checkbox"/>	Confirm when your hair stylist and make up artist will be arriving.	
<input type="checkbox"/>	Lay out what you will be wearing.	
<input type="checkbox"/>	Organise an emergency kit consisting of extra pantyhose, a sewing kit, make up, tissues, etc...	
<input type="checkbox"/>	Organise an outfit to wear after the wedding.	
<input type="checkbox"/>	Pack an overnight bag for the bridal suite.	
<input type="checkbox"/>	Organise final payment for all the services you have employed and give them to a friend or family member to take care of after the wedding.	
<input type="checkbox"/>	Get a good night sleep.	
<input type="checkbox"/>	Eat well.	