



Congratulations on your Engagement!

Best Wishes to you and your fiancé on your upcoming wedding.  
I hope my gift to you will help you through your  
wedding planning journey.

*Pat Brethauer*

SarniaWeddings.com



## Budgeting

### *Some Words of Advice*

#### **Budgeting for your Wedding for a Solid Beginning Starting your Marriage Debt Free!**

Setting a budget for your wedding can be daunting to say the least. Today's weddings can be so complex and the expenses can soar! The best gift a couple can give themselves is to start their new marriage debt free (or almost debt free)! So before you begin to buy and spend for your wedding sit down and make a plan.

**Income - money you have available**  
**vs**  
**Expenses - money you will spend**

#### **Income**

Start first by figuring out how much income you are going to have available to spend.

Don't include the amounts that "you think" you might receive as gifts. Talk to your parents - ask them how much they will contribute.

Don't depend on your credit card unless you can pay for the bill when it comes in.

Interest rates are extremely higher and will take longer to pay off. Consider a loan or line of credit that can be managed and paid off in a timely manner. If you're getting married a year from this point start a savings plan of your own and set aside a fix amount that you can afford.

Once you have the Income figure firmly in place, then you can move on to the Expenses side of the Planner. Keep in mind what you have available and tighten the purse strings when temptation strikes.

#### **Expenses**

There are a couple of expenses that are fixed that you usually don't have any control over

1 - marriage license, 2 - your clergy or officiate. The next important step is to decide where you will be holding your reception. The dinner and meal will take up a huge amount of your budget. (Cutting down the guest list will cut your expenses.)

Once you have set the when and where and the costs that are involved you can see how much available income you will have remaining.

Prioritize what's important to you then you can make adjustments elsewhere. There are many ways to "cut costs" in wedding planning.

# My Wedding Planner

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## Income & Expenditures

Income	Estimated Income	Actual Income	Difference
Bride - pay ck's before wedding # x savings \$ _____ =	\$	\$	\$
Groom - pay ck's before wedding # x savings \$ _____ =	\$	\$	\$
Brides Parents Contribution	\$	\$	\$
Grooms Parents Contribution	\$	\$	\$
Other sources of Income	\$	\$	\$
<b>Total Income</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

Expenditures from Work Sheets	Estimated Cost	Actual Cost	Difference
Bridal Attire	\$	\$	\$
Bridal Attendant's Attire	\$	\$	\$
Groom's Attire	\$	\$	\$
Groom's Attendant's Attire	\$	\$	\$
Floral	\$	\$	\$
Transportation	\$	\$	\$
Ceremony	\$	\$	\$
Officiates	\$	\$	\$
Photography	\$	\$	\$
Videography	\$	\$	\$
Reception Site	\$	\$	\$
Professional Wedding Planner	\$	\$	\$
Catering	\$	\$	\$
Cake	\$	\$	\$
Music	\$	\$	\$
Honeymoon or Destination Wedding	\$	\$	\$
Rehearsal Dinner	\$	\$	\$
Invitation & Stationery	\$	\$	\$
Jewelry & Accessories	\$	\$	\$
Hair, Beauty & Health	\$	\$	\$
Favours	\$	\$	\$
Gifts	\$	\$	\$
Other	\$	\$	\$
<b>Total Wedding Cost</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

## Some Words of Advice

Things you might want to consider.....

### **Save the Date**

As soon as you have your date set send out 'Save the Date' cards, notes, magnets or email. This information is very useful especially for those guests that are coming from great distances that have to pre-book travel arrangements, vacation time etc.

### **Accommodations**

Pre-book a block of rooms for out of town guests.

### **Guest Itinerary**

You will be very busy prior to your wedding and most likely after that entertaining guests will be very hard for you to do. So for guests that are traveling from far away distances plan a "tourist itinerary" or "things to do" while they are visiting.

### **Create a Wedding Website**

Keep your guest's informed by creating your own website. There are many websites templates available online - or if you are not computer savvy contact [SarniaWeddings.com](http://SarniaWeddings.com) and we'll create a personal page for you.

### **Post Wedding Day Brunch**

An informal gathering after the wedding for family and close friends and/or guests that have travel from afar. A wonderful way to say farewell!

### **Assign Tasks**

When selecting your wedding party – it would helpful to give them your expectations before they accept. Also on the day of the wedding be sure that everyone knows what tasks they are responsible for and where they should be.

### **Living Together**

Start planning early as to where you are going to live. Do you plan on buying a house? Live in an apartment? Remember these when setting your budget.

### Guest List

Guest #	Name	Address	Accept Y/N	Table #	Meal Request	Gift Description	Thank You sent
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							

**Guest List**

Guest #	Name	Address	accept Y/N	Table #	Meal Request	Gift Description	Thank You sent
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
37							
38							
39							
40							
41							
42							
43							
44							
45							
46							
47							
48							
49							
50							

### Guest List

Guest #	Name	Address	accept Y/N	Table #	Meal Request	Gift Description	Thank You sent
51							
52							
53							
54							
55							
56							
57							
58							
59							
60							
61							
62							
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69							
70							
71							
72							
73							
74							
75							

**Guest List**

<b>Guest #</b>	<b>Name</b>	<b>Address</b>	<b>accept Y/N</b>	<b>Table #</b>	<b>Meal Request</b>	<b>Gift Description</b>	<b>Thank You sent</b>
76							
77							
78							
79							
80							
81							
82							
83							
84							
85							
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98							
99							
100							









## Wedding Gown

### *Some Words of Advice*

### *What shape are you?*

#### **Tips for Shopping for that perfect dress!**

Wedding gowns come in many shapes to flatter every figure.

	<p>A-Line A gentle flare from the underarms to the skirt hem. Anyone can wear it, but it is a smart choice for larger women or those wanting to hide a less-than-toned tummy.</p>		<p>A Princess style is a fitted top that flows into a flared skirt, this dress works for any formal or informal wedding. Just about anyone can wear this style. It hides imperfect middles and gives tall, thin women a bit of a curve.</p>
	<p>Slip Dress this lingerie style gown is perfect for an informal beach wedding and it travels well. A toned body is required.</p>		<p>Column Style is simple and sleek. This straight styles that is often strapless can be worn for a daytime or evening affair. A column makes a petite woman look taller, also it's a stunning choice for long and lean women.</p>
	<p>Mermaid or Hourglass style shows off a small waist while accentuating the bust and hips. This is for someone with that perfect body!</p>		<p>Ball Gown is great for a formal affair. It works well with pear-shaped or short waisted women, or anyone looking to keep her bottom half hidden.</p>

## Wedding Gown

Description	First Quote	Second Quote	Third Quote
Bridal Shop Name			
Consultant Name			
Shop Address			
Shop Phone			
Style of Gown			
Length of Train			
Style of Headpiece			
Gown Cost	\$	\$	\$
Headpiece Cost	\$	\$	\$
Alterations Cost	\$	\$	\$
Hosiery Cost	\$	\$	\$
Undergarments Cost	\$	\$	\$
Shoes Cost	\$	\$	\$
Jewelry Cost	\$	\$	\$
Accessories Cost	\$	\$	\$
Required Deposit	\$	\$	\$
Ordered Date			
Total Cost	\$	\$	\$

### Dress Fittings (Be sure to bring proper undergarments and shoes to fittings)

Appointments	Date	Time
1st	_____	_____
2nd	_____	_____
3rd	_____	_____
Pickup Date:	_____	

Attach: Clippings from Magazines, fabric sample etc.  
Gown Description – (Colour, Fabric, Lace, Style, etc)

## Wedding Party

### Bridal Party Maid/Matron of Honor – Bridesmaid – Flower Girl

Name	Phone #	Address	Email

### Budget Worksheet Attach Pictures & Material Swatches

Description	First Quote	Second Quote	Third Quote
Dress Shop Name			
Consultant Name			
Shop Address			
Shop Phone			
Style of Gown			
Style of Headpiece			
Gown Cost	\$	\$	\$
Headpiece Cost	\$	\$	\$
Alterations Cost	\$	\$	\$
Shoes Cost	\$	\$	\$
Jewelry Cost	\$	\$	\$
Accessories Cost	\$	\$	\$
Date Ordered			
Required Deposit	\$	\$	\$
Delivery Date			
Total Cost	\$	\$	\$

**Fitting Appointments: (Be sure to bring proper undergarments and shoes to fittings)**  
 1<sup>st</sup>: Time/Date \_\_\_\_\_ 2<sup>nd</sup>: Time/Date \_\_\_\_\_

## Professional Wedding Planner

### Notes & Ideas

I'd like a professional to assist me with the following tasks:

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Description	First Quote	Second Quote	Third Quote
Wedding Planner Co.			
Consultant Name			
Address			
Phone			
Website			
Email			
Fee	\$	\$	\$

### Notes


## Photographer

Description	First Quote	Second Quote	Third Quote
Photographer Name			
Address			
Phone Number			
Hourly Rate	\$	\$	\$
Number of Hours			
Proofs	\$	\$	\$
Formal Portrait	\$	\$	\$
Photo Albums	\$	\$	\$
Additional Photos	\$	\$	\$
Required Deposit	\$	\$	\$
Delivery Date			
Total Cost	\$	\$	\$

### Pose Suggestions

Check off the most important poses that you would like and discuss your choices with your photographer.

#### BRIDE

<input type="checkbox"/>	In dressing room
<input type="checkbox"/>	With attendants in dressing room
<input type="checkbox"/>	With mother putting on veil
<input type="checkbox"/>	Looking in mirror
<input type="checkbox"/>	Putting on garter
<input type="checkbox"/>	Full length
<input type="checkbox"/>	Half length
<input type="checkbox"/>	Close up
<input type="checkbox"/>	With mother - full length
<input type="checkbox"/>	With mother - close up
<input type="checkbox"/>	With father - full length
<input type="checkbox"/>	With father - close up
<input type="checkbox"/>	Pinning on father's boutonniere
<input type="checkbox"/>	With both parents - full length
<input type="checkbox"/>	With both parents - close up
<input type="checkbox"/>	With grandparents - full length
<input type="checkbox"/>	With grandparents - close up
<input type="checkbox"/>	With sisters - full length
<input type="checkbox"/>	With sisters - close up
<input type="checkbox"/>	With brothers - full length
<input type="checkbox"/>	With brothers - close up
<input type="checkbox"/>	With all immediate family
<input type="checkbox"/>	With maid of honor - full length
<input type="checkbox"/>	With maid of honor - close up
<input type="checkbox"/>	With all attendants - full length
<input type="checkbox"/>	With all attendants - close up
<input type="checkbox"/>	With flower girl & ring bearer
<input type="checkbox"/>	Father escorting from limo

#### GROOM

<input type="checkbox"/>	Full length
<input type="checkbox"/>	Half length
<input type="checkbox"/>	Close up
<input type="checkbox"/>	Putting on bow tie
<input type="checkbox"/>	With mother - full length
<input type="checkbox"/>	With mother - close up
<input type="checkbox"/>	With father - full length
<input type="checkbox"/>	With father - close up
<input type="checkbox"/>	With both parents - full length
<input type="checkbox"/>	With both parents - close up
<input type="checkbox"/>	With grandparents - full length
<input type="checkbox"/>	With grandparents - close up
<input type="checkbox"/>	With sisters - full length
<input type="checkbox"/>	With sisters - close up
<input type="checkbox"/>	With brothers - full length
<input type="checkbox"/>	With brothers - close - up
<input type="checkbox"/>	With all immediate family
<input type="checkbox"/>	With best man - full length
<input type="checkbox"/>	With best man - close up
<input type="checkbox"/>	With best man shaking hands
<input type="checkbox"/>	With groomsmen - full length
<input type="checkbox"/>	With groomsmen - close up

# My Wedding Planner

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Photographer continued....

## CEREMONY

	Bride's parents being seated
	Groom's parents being seated
	Bride's grandparents being seated
	Groom's grandparents being seated
	Flower girl walking down aisle
	Ring bearer walking down aisle
	Bridesmaids walking down aisle
	Maid of honor walking down aisle
	Bride and father walking down aisle
	Father giving bride away
	Bride and groom at altar
	Bride and groom exchanging vows
	Bride and groom exchanging rings
	Bride and groom lighting candle
	Bride and groom kiss
	Bride and groom being presented
	Bride and groom walking up aisle
	Receiving line
	Bride and groom leaving church
	Bride and groom entering limo, carriage, etc.
	Bride and groom in limo, carriage, etc.

## OTHER PHOTOS

	Close up of invitation
	Special friends
	Special relatives
	Band or DJ
	Minister
	Church
	Reception Hall
	Rehearsal Dinner Menu

## FORMAL POSES

	Bride and groom - full length
	Bride and groom - half length
	Bride and groom - close up
	Bride and groom face to face
	Bride and groom at window
	Bride and groom hands / rings
	Bride and groom at candle
	Bride and groom with bride's parents
	Bride and groom with groom's parents
	Bride and groom with bride's extended family
	Bride and groom with groom's extended family
	Bride and groom with all attendants

## RECEPTION

	Parents being announced
	Wedding party being announced
	Bride and groom being announced
	Wedding party dance
	Father and bride dance
	Mother and groom dance
	Best man toasting bride and groom
	Bride and groom - champagne glasses and kiss
	Dollar dance
	Bouquet toss
	Garter toss
	Wedding cake before cutting
	Cake cutting
	Bride and groom feeding cake
	Guests dancing
	Bride and groom last dance

## Videographer

### *Some Words of Advice*

Song preferences to accompany video

Number of cameras - what type of equipment

Special Effects

Number of Videos/DVD

Ask to see examples

What type of Style - Cinematic or Documentary (or both)

**Cinematic** - style is heavily posed, scripted and formal

**Documentary** - captures the day's events unscripted and as they unfold

Will they be attending the rehearsal?

Description	First Quote	Second Quote	Third Quote
Videographer Name			
Address			
Phone Number			
Video length:			
1/2 Hour	\$	\$	\$
1 Hour	\$	\$	\$
Add'l Hours	\$	\$	\$
Required Deposit	\$	\$	\$
Delivery Date			
Total Cost	\$	\$	\$

## Ceremony

### Notes:

Type of Ceremony? Civil or Religious, Traditional or Contemporary, Customs, Cultures, Religions

Special Readings \_\_\_\_\_

Special Song selections \_\_\_\_\_

Pre-ceremony requirements \_\_\_\_\_

Cancellation Policies \_\_\_\_\_

## Location & Fees

Descriptions	Ceremony site 1	Ceremony Site 2	Ceremony Site 3
Date Requested			
Ceremony Venue			
Contact Name			
Venue Address			
Venue Phone			
Maximum Capacity			
Cancellation/refund Policy			
Ceremony Site Rental Fee	\$	\$	\$
<b>Notes:</b>			

Some common ceremony items that may not be provided by your ceremony site.

Item	Description	Quantity	\$ Cost	Rental Company	Pickup/return dates
aisle runner					
kneeling cushion					
arbor/gazebo/canopy/arch					
audio Equipment					
candelabras					
candles/aisle markers					
chairs					
linens (chair covers/sashes)					
heaters					
gift table					
card holder					
guest book stand					
ring pillow					



## Officiates

### *Some Words of Advice*

#### **Traditional Church Weddings**

The choice of a church is usually based on a religious belief of either the bride or groom, or both. Many couples usually choose to be married in the church they are currently attending or in the church either family may have attended for years.

Couples desiring a religious ceremony without a particular church in mind must try to find a church that will marry non-members or begin a relationship with a particular church or clergy member.

#### **Officiates**

Ceremony officiates range from those dedicated to a particular religion or church, to civil servants that will perform a ceremony strictly based on law without any religious content. For those wanting to include religion in a non-sectarian sense, ceremony officiates exist who can fulfill those needs. These reverends and other clergypersons will help couples by performing ceremonies that will include a general religious message without referencing any specific religion. Often these officiates will go to unique sites to perform a ceremony or may have connections with a particular church where they can also perform the ceremony if the couple desires.

#### **Vows**

Express your love in your own words. Your officiate will help you get started in preparing your own special message. For church weddings, the couple should discuss with the clergy member on any specific wording they may want to use in their vows.

Description	First Quote	Second Quote	Third Quote
Date Requested			
Officiate Name			
Address			
Phone			
Email			
Officiate Fee	\$	\$	\$
Required Deposit	\$	\$	\$
<b>Total Cost</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

## Reception Site

### *Notes and Ideas*

Location/Geographics \_\_\_\_\_

Number of Guests \_\_\_\_\_

Theme \_\_\_\_\_

Accommodations for out of town guests \_\_\_\_\_

Special Services \_\_\_\_\_

Description	First Quote	Second Quote	Third Quote
Date Requested			
Reception Venue			
Contact Name			
Venue Address			
Venue Phone			
Website			
Maximum capacity			
Required Deposit	\$	\$	\$
<b>Total Cost</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**Attach your final contract document**

## Reception Rentals & Décor

### *Some Words of Advice*

Depending on the site you choose – and the type of reception you're planning – you may need to supply some, if not all of the items listed below or hire a professional decorator to plan all your decorating needs.

#### Tables

Type	Size & Shape	Amount Needed	Cost	Rental Company	Pickup/return Dates
head table					
guest tables					
cake table(s)					
buffet tables					
gift table					
cocktail tables					
other					

#### Chairs

Type	Description	Amount Needed	Cost	Rental Company	Pickup/return Dates
folding					
garden					
ballroom					
childrens					
other					

#### Linens & Chair Covers

Type	Description	Amount Needed	Cost	Rental Company	Pickup/return Dates
tablecloths					
overlay toppers					
chair covers/sashes					

#### China/Glassware

Type	Description	Amount Needed	Cost	Rental Company	Pickup/return Dates
plate chargers					
dinner plates					
salad plates					
dessert plates/bowls					
cups/saucers					
water glasses					
wine glasses					
champagne flute					
pilsner					
highball					
martini					
other					

# My Wedding Planner

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Reception Rentals Checklist continued....

## Flatware

Type	Description	Amount Needed	Cost	Rental Company	Pickup/return Dates
dinner forks					
dinner/steak knives					
salad forks					
teaspoons					
dessert forks/spoons					

## Food Service

Type	Description	Amount Needed	Cost	Rental Company	Pickup/return Dates
cake stand					
chafing dish					
server with stand					
coffee/tea server					
punch bowl					
cream & sugar					
pitchers					
tray					
other					

## Tents

Type	Description	Amount Needed	Cost	Rental Company	Pickup/return Dates
main - reception					
covered walkway					
prep area (caterer, bartender, dressing)					

## Other Accessories

Type	Description	Amount Needed	Cost	Rental Company	Pickup/return Dates
side walls					
lighting					
liner/leg drapes					
heating & cooling					
staging					
dance floor					
other					

## Catering

**Food and Beverage is one of the biggest budget decisions that you'll make.**

**Notes:**

Meals \_\_\_\_\_ Time \_\_\_\_\_

Breakfast/Brunch \_\_\_\_\_

Lunch \_\_\_\_\_

Dinner \_\_\_\_\_

Post Wedding Brunch \_\_\_\_\_

Formality of Event \_\_\_\_\_

Serving Style (Seated, Buffet, Passed-tray) \_\_\_\_\_

Number of Guests \_\_\_\_\_

Menu Selections:

Appetizers \_\_\_\_\_ Dinner Wine: Purchase or Make your own

Entrees \_\_\_\_\_ Make your own: How many bottles \_\_\_\_\_

Sides Dishes \_\_\_\_\_ Red or White (or Both)

Desserts \_\_\_\_\_

Beverages \_\_\_\_\_ Winemaker 1 \_\_\_\_\_ \$

Other Items \_\_\_\_\_ Winemaker 2 \_\_\_\_\_ \$

\_\_\_\_\_ Winemaker 3 \_\_\_\_\_ \$

\_\_\_\_\_

Description	First Quote	Second Quote	Third Quote
Catering Company			
Contact Name			
Address			
Phone			
Website			
Email			
Breakfast	\$	\$	\$
Lunch	\$	\$	\$
Dinner			
After wedding brunch			
Cost per person	\$	\$	\$
Required Deposit	\$	\$	\$
Wine Costs	\$	\$	\$
<b>Total Cost</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

# My Wedding Planner

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## Music

### Music Selections

#### *Ceremony*

##### **Prelude Selections:**

First Solo: \_\_\_\_\_  
 Processional Selections: \_\_\_\_\_  
 Other Selections: \_\_\_\_\_

##### **Recessional Selections:**

Postlude Selections: \_\_\_\_\_

#### *Reception*

Receiving Line Music: \_\_\_\_\_  
 Bride & Groom Arrival Music: \_\_\_\_\_  
 First Dance Music: \_\_\_\_\_  
 Bouquet Toss Music: \_\_\_\_\_  
 Garter Toss Music: \_\_\_\_\_  
 Father & Bride Dance Music: \_\_\_\_\_  
 Mother & Groom Dance Music: \_\_\_\_\_  
 Attendant & Bride/Groom Dance Music: \_\_\_\_\_  
 Cake Cutting Music: \_\_\_\_\_  
 Reception Dance Music: \_\_\_\_\_  
 Last Dance Music: \_\_\_\_\_  
 Other Choreographed Selections: \_\_\_\_\_  
 Special Music Selections: \_\_\_\_\_

<b>The Ceremony Music</b>	<b>First Quote</b>	<b>Second Quote</b>	<b>Third Quote</b>
Instrumentalist Cost:	\$	\$	\$
Contact Name:			
Address:			
Telephone:			
Soloist Cost:	\$	\$	\$
Contact Name:			
Address:			
Telephone:			
<b>Total Ceremony Music Cost</b>	\$	\$	\$

<b>The Reception Music</b>	<b>First Quote</b>	<b>Second Quote</b>	<b>Third Quote</b>
Band or DJ Name:			
Contact Name:			
Address:			
Telephone:			
<b>Cost Per Hour</b>	\$		
<b>Total Reception Music Cost:</b>	\$	\$	\$
<b>Total Ceremony &amp; Reception Music Cost: \$</b>	\$	\$	\$

# My Wedding Planner

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## Flowers

Description	Quote 1	Quote 2	Quote 3
Florist Shop			
Designer Name			
Shop Address			
Shop Phone			
website			
email			

Rehearsal Dinner	Cost	Cost	Cost
Bride's Corsage	\$	\$	\$
Groom's Boutonniere	\$	\$	\$
Table Centerpieces # _____	\$	\$	\$
<b>Total Rehearsal Flower Cost</b>	\$	\$	\$

Ceremony Bouquets & Baskets	Cost	Cost	Cost
Bride's Bouquet	\$	\$	\$
Bride's Toss Bouquet	\$	\$	\$
Maid of Honor's Bouquet	\$	\$	\$
Bridesmaids' Bouquets # _____	\$	\$	\$
Junior Bridesmaids' Bouquets # _____	\$	\$	\$
Flower Girls' Baskets # _____	\$	\$	\$
<b>Total Bouquet &amp; Basket Cost</b>	\$	\$	\$

Ceremony Boutonnieres & Corsages	Cost	Cost	Cost
Groom's Boutonniere	\$	\$	\$
Best Man's Boutonniere	\$	\$	\$
Groomsmen's & Ushers Boutonnieres # _____	\$	\$	\$
Jr. Groomsmen's Boutonnieres # _____	\$	\$	\$
Ring Bearer's Boutonniere	\$	\$	\$
Mothers' Corsages # _____	\$	\$	\$
Grandmothers' Corsages # _____	\$	\$	\$
Fathers' Boutonnieres # _____	\$	\$	\$
Grandfathers' Boutonnieres # _____	\$	\$	\$
<b>Total Boutonniere &amp; Corsage Cost</b>	\$	\$	\$

Ceremony Flower Arrangements	Cost	Cost	Cost
Altar	\$	\$	\$
Aisle Arrangements	\$	\$	\$
Pew Appointments	\$	\$	\$
Staircase Decorations	\$	\$	\$
<b>Total Ceremony Flower Arrangements Cost</b>	\$	\$	\$

Flowers continued....

# My Wedding Planner

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<b>Reception Flower Arrangements</b>	<b>Cost</b>	<b>Cost</b>	<b>Cost</b>
Head Table Centerpiece	\$	\$	\$
Guest Table Centerpieces #	\$	\$	\$
Gift Table Centerpiece	\$	\$	\$
Buffet Table Centerpiece	\$	\$	\$
Bar Centerpiece	\$	\$	\$
Cake-top Flowers	\$	\$	\$
Cake Table Arrangement	\$	\$	\$
<b>Total Reception Flower Cost</b>	\$	\$	\$

<b>Other Floral Arrangements</b>	<b>Cost</b>	<b>Cost</b>	<b>Cost</b>
	\$	\$	\$
	\$	\$	\$
<b>Total Other Floral Arrangements Cost</b>	\$	\$	\$

<b>GRAND TOTAL FLORAL COST</b>	\$	\$	\$
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### Groom & Groomsmen Attire

	COAT	SHIRT		PANTS		SHOE
	Size	Neck	Sleeve	Waist	Length	Size
Groom						
Best Man						
Father of the Bride						
Father of the Groom						

Description	First Quote	Second Quote	Third Quote
Tuxedo / Men's Shop Name			
Contact Name			
Shop Address			
Shop Phone			
Style of Attire			
Measuring Date			
Tuxedo Cost / Rental fee	\$	\$	\$
Alterations Cost	\$	\$	\$
Shoes Cost	\$	\$	\$
Accessories Cost	\$	\$	\$
Required Deposit	\$	\$	\$
Ordered Date			
<b>Total Cost</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**Tuxedos:**

**Description (Color, fabric, style):** \_\_\_\_\_

**Fitting Time/Date:** \_\_\_\_\_

**Pickup Date:** \_\_\_\_\_ **Return Date:** \_\_\_\_\_

**Attach Pictures:**

## Jewelry & Accessories

### *Some Words of Advice*

Find wedding bands and rings that you will cherish forever because the rings are not only a fashion statement, but also a message of love and a promise that should be kept for a lifetime.

Some tips to for you and your bridesmaids when selecting your accessories: Leave it up to the Bridesmaids, let them choose their own style especially if they will all be wearing the same bridesmaid's dress (give them some guidelines as to what you're wearing and what type of accessory it is you like).

Organize an Accessory Party, enjoy a fun evening with your bridal party and either go out to a jewelry store or have a home party and have the girls select their own pieces that they could wear on the wedding day and after.

What to do with the engagement ring during the wedding?

- leave the engagement ring on your left hand, as soon as the ceremony is over slip the rings off and rearrange them
- or wear your engagement ring on your right hand

On your wedding day.....

If you're wearing gloves, check to see if the ring will fit over the glove. If not, an alternative would be to remove your gloves after the processional and hand both gloves and bouquet to your attendant.

Shoes – be sure to break in new shoes. It might be helpful to have another pair on standby.

### **Accessories**

Item	Description	Retailer	Cost
Veil			
Headpiece			
Shoes - Broken in			
Gloves (optional)			
Shawl or Wrap			

### **Jewelry**

Item	Description	Retailer	Cost
Clean Engagement ring			
Wedding Bands			
Necklace to compliment dress			
Earrings			
Bracelet(s)			

## Cake

Description	First Quote	Second Quote	Third Quote
Bakery			
Consultant Name			
Address			
Phone			
Ordered Date			
Total Cost	\$	\$	\$

## Cake Notes

Number to Serve: \_\_\_\_\_ Size of Cake: \_\_\_\_\_

Shape of Cake: two tier \_\_\_ three tier \_\_\_ four tier \_\_\_ flat \_\_\_ other \_\_\_

Flavors: white \_\_\_ yellow \_\_\_ chocolate \_\_\_ spice \_\_\_ carrot \_\_\_ other \_\_\_

Filling Flavors: \_\_\_\_\_ & \_\_\_\_\_

Icing Flavor: \_\_\_\_\_ & color \_\_\_\_\_

*suggestions: butter cream, chocolate, mocha, hazlenut, lemon, raspberry jam, white chocolate mousse*

Decorations Notes: \_\_\_\_\_

Bride & Groom \_\_\_\_\_ Wedding Bells \_\_\_\_\_

Fresh Flowers \_\_\_\_\_ Special Themes \_\_\_\_\_

Delivery: \_\_\_\_\_ Reception Site: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Groom's Cake: \_\_\_\_\_

Description: \_\_\_\_\_

Wedding Cake Cost: \$ \_\_\_\_\_ Groom's Cake Cost: \$ \_\_\_\_\_

## Hair, Beauty & Health

### Hair & Makeup

The first styling is often done 2 to 6 weeks before the wedding, depending on the style, amount of hair, cut, highlighting, etc. The final styling is done on the morning of the ceremony.

Beauty consultants remind brides of the importance of make-up on the wedding day: the bride is the center of attention, the day is long, and countless photographs are taken. Make-up helps the bride maintain her radiant good looks throughout it all.

Brides may bring in favorite make-up colors, fabric swatches, headpieces and any other items, which can help establish color choices. The consultant is trained to look at skin tone to advise on the best color and shades to enhance the bride's natural hue.

### PS - Don't forget the guys!

Not surprisingly, today many men are taking advantage of salon services. Most male clientele will get their final haircut 1 to 2 weeks before the wedding day; they will return for a final shampoo and hair trim (beard and moustache included) 1 day before or the day of the wedding. A manicure for the laboring man is an easy way to clean and soften work-toughened hands, as many men are discovering.

### Worksheet & Appointments

Salon: \_\_\_\_\_ Location: \_\_\_\_\_

Date: \_\_\_\_\_

#### Services:

**Hair** - Stylist(s) \_\_\_\_\_

Appointment Time(s): Bride \_\_\_\_\_ Attendants #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ Price \$ \_\_\_\_\_

#### **Makeup**

Appointment Time(s): Bride \_\_\_\_\_ Attendants #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ Price \$ \_\_\_\_\_

#### **Nails**

Appointment Time(s): Bride \_\_\_\_\_ Attendants #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ Price \$ \_\_\_\_\_

#### **Facial**

Appointment Time(s): Bride \_\_\_\_\_ Attendants #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ Price \$ \_\_\_\_\_

#### **Pedicure**

Appointment Time(s): Bride \_\_\_\_\_ Attendants #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ Price \$ \_\_\_\_\_

#### **Massage**

Appointment Time(s): Bride \_\_\_\_\_ Attendants #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ Price \$ \_\_\_\_\_

#### Groom's Stylist & Services

Appointments Times(s) Groom Hair: \_\_\_\_\_ Price \$ \_\_\_\_\_

Manicure: \_\_\_\_\_ Price \$ \_\_\_\_\_

Total Hair & Beauty Costs

**Total \$** \_\_\_\_\_

# My Wedding Planner

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## Stationary

### *Some Words of Advice*

Send out Save the Date notices as soon as you selected your date.  
Mail Invitations 6 – 8 Weeks before.  
Write Thank you cards as gifts come in.

### Notes & Ideas

Overall style \_\_\_\_\_

Colours to incorporate \_\_\_\_\_

Personal Symbols & Motifs \_\_\_\_\_

### Wording

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Description	First Quote	Second Quote	Third Quote
Print Shop/Stationer Name			
Contact Name			
Shop Address			
Delivery Date			
Shop Phone			
Quantity Needed			
Invitation Cost	\$	\$	\$
RSVP Card Cost	\$	\$	\$
Reception Card Cost	\$	\$	\$
Response Envelope Cost	\$	\$	\$
Thank You Note Cost	\$	\$	\$
Program Cost	\$	\$	\$
Save-the-Date	\$	\$	\$
Reception Napkins Cost	\$	\$	\$
Cake Boxes Cost	\$	\$	\$
Other Printing Costs	\$	\$	\$
	\$	\$	\$
Required Deposit	\$	\$	\$
<b>Total Printing Cost</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

## The Honeymoon or Destination Wedding

### *Some Words of Advice*

With the costs of hometown weddings continually soaring, wedding couples will be happy to know there are exquisite and affordable options available to them. The typical destination-wedding package, with an added week for a honeymoon, often costs less than a seated dinner at the local country club. Uniqueness is what a destination wedding offers.

Packing for your honeymoon or destination wedding will vary according to the destination and season.

### Passports

Be sure to give yourself plenty of time if you are traveling outside of Canada. Information and online applications are available at [www.passportcanada.gc.ca](http://www.passportcanada.gc.ca) or you can pickup application forms at the Canada Post office in Sarnia located at 105 Christina St. S. Other service locations are available online.

Description	First Quote	Second Quote	Third Quote
Travel Agency			
Contact Name			
Agency Address			
Agency Phone			
Destination			
Lodging Venue Name			
Package Details			
Airfare Expense	\$	\$	\$
Transportation Expense	\$	\$	\$
Lodging Expense	\$	\$	\$
Food Expense	\$	\$	\$
Beverage Expense	\$	\$	\$
Day-trip Expense	\$	\$	\$
Nightlife Expense	\$	\$	\$
Shopping Expense	\$	\$	\$
Special Excursions:	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Other Expenses:	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Required Deposit	\$	\$	\$
<b>Total Cost</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

## Transportation

### *Some Words of Advice*

- Meet with the company's owner or manager.
- Review rate details thoroughly.
- Review cancellation policies.
- Review insurance coverage.
- What associations do they belong to?
- Check the year and condition of the cars to be used.
- Check to see what colour is available.
- Ask how the driver will be dressed.
- Review the contract before signing.
- Give location details for both the wedding and reception.

<b>Transportation Options:</b>	<b>Quote 1</b>	<b>Quote 2</b>	<b>Quote 3</b>
Company Name			
Address			
Phone			
Cost per Hour/Kilometer	\$	\$	\$
<b>Fares to Ceremony:</b>			
Bride & Father	\$	\$	\$
Family	\$	\$	\$
Wedding Party & Groom	\$	\$	\$
<b>Fares to Reception:</b>			
Bride & Groom	\$	\$	\$
Wedding Party	\$	\$	\$
Family	\$	\$	\$
<b>Fares from Reception:</b>			
Bride & Groom	\$	\$	\$
Wedding Party	\$	\$	\$
Family	\$	\$	\$
<b>Other Fares:</b>			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>Total Transportation Cost:</b>	\$	\$	\$

## Gift Registry Checklist

### Table Linens

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Tablecloths					
Napkins					
Placemats					
Napkin rings					
Other Linen					

### Crystal

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Water Goblets					
Champagne Flutes					
Wine Glass					
Beverage Glasses					
Martini Glasses					

### Barware

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Pilsner Glasses					
High Ball Glasses					
Old Fashion Glasses					
Brandy Glasses					

### Everyday Crystal and Glassware

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Tall Beverage					
Double Old-fashioned					
Goblets					
Wine Glasses					
Flutes					
Martini Glasses					



# My Wedding Planner

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Gift Registry Checklist continued....

## China

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
8 - 12 place settings					
<i>Dinner Plate</i>					
<i>Bread &amp; Butter Plates</i>					
<i>Pasta/Soup Bowls</i>					
<i>Cereal Bowls</i>					
<i>Salad/Dessert Plate</i>					
<i>Teacup &amp; Saucer</i>					
Teapot					
Pitcher					
Sugar Bowl					
Creamer					
Gravy Boat					
Salt & Pepper Shakers					
Large Vegetable Bowls					
Serving Bowls					
Covered Dish					
Medium Platters					
Large Platters					
Chargers					

## Everyday Dinnerware

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
8 - 12 place settings					
<i>Dinner Plate</i>					
<i>Salad/Dessert Plate</i>					
<i>Soup/Cereal Bowls</i>					
<i>Teacup &amp; Saucer or Mug</i>					
Teapot					
Pitcher					
Sugar Bowl					
Creamer					
Gravy Boat					
Salt & Pepper Shakers					
Large Vegetable Bowls					
Serving Bowls					
Platters					
Covered Dish					

# My Wedding Planner

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Gift Registry Checklist continued....

## Silver

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
8 - 12 place Settings					
<i>Knife</i>					
<i>Dinner Fork</i>					
<i>Salad Fork</i>					
<i>Teaspoon</i>					
Dessert Spoons					
Soup Spoon					
Steak Knife					
Extra Tablespoons					
Extra Salad Forks					
Salad Servers					
Pie/ Cake Server					
Ladle					
Butter Knife					
Cold Meat Server					
Serving Spoons					
Sugar Spoon					

## Everyday Flatware

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
8 - 12 place Settings					
<i>Knife</i>					
<i>Dinner Fork</i>					
<i>Salad Fork</i>					
<i>Teaspoon</i>					
<i>Tablespoon</i>					
Serving Set					
Sugar Spoon					

## Cutlery

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Sharpening Steel					
Bread Knife					
Chef's Knife					
Carving Knife					
Paring Knife					
Cleaver					
Boning Knife					
Slicing Knife					
Steak Knife					

# My Wedding Planner

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Gift Registry Checklist continued....

## Kitchen Tools

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Carving Fork					
Cooking and Serving Utensils					
Spatula					
Measuring Cups					
Measuring Spoons					
Mixing Bowls					
Sifter					
Rolling Pin					
Colander					
Wooden Spoon					
Dish Towels					
Canisters					
Hot Pads					

## Cookware

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Saucepan					
Stockpot					
Skillet					
Sauté Pan/ Lid					
Wok					
Steamer/Double Boiler					
Lasagna pan					
Casserole dishes					
Roaster					
Grill/griddle					
Omelet pan					

## Bake Ware

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Casserole Dishes					
Roasting Pans					
Cookie Sheets					
Muffin Pans					
Cake and Pie Pans					
Pizza Pans					
Lasagna/Baking pans					
Bread Pans					

# My Wedding Planner

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Gift Registry Checklist continued....

## Appliances

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Juicer					
Coffee & Tea Maker					
Blender					
Toaster/toaster oven					
Mixer					
Waffle Iron					
Bread Maker					
Rice Cooker/Vegetable steamer					
Food Processor					
Kettle					
Dishwasher					
Clothes Washer					
Clothes Dryer					

## Bed Linens

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Flat Sheets					
Fitted Sheets					
Pillowcases					
Comforter					
Blankets					
Pillow Shams					
Bed Skirt					
Quilt					
Duvet Cover					
Pillow					
Mattress Pad					

## Bath Linens

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Washcloths					
Guest Towels					
Hand Towels					
Bath Towels					
Bath Sheets					
Bath rugs					
Shower Curtains					
Shower Curtain rings					
Shower Curtain Liners					

# My Wedding Planner

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Gift Registry Checklist continued....

## Electronics

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
Answering Machine					
Television					
DVD Player					
Sound System					
Computer					

## Home Equipment & Accessories

Description	Manufacturer	Pattern	Size	Qty	Rec'd by
BBQ Grill					
Vacuum					
Iron/ Board					
Tool Set					
Frames and Vases					
Mirror					
TV Trays					
Luggage					

## Other Gifts

Description	Manufacturer	Pattern	Size	Qty	Rec'd by

## Bridal Showers

### *Some Words of Advice*

Three months before the wedding is a good time to start preparing for a shower. Six weeks before the wedding is the ideal time to have a wedding shower. Your Family/Friends will need about eight weeks to plan a formal shower. Unless it is a surprise shower your hostess will consult with you the date and time your shower will be held and you will provide the hostess with a guest list.

#### **Guests**

Bridal showers are intimate gatherings and guests are usually close friends and families of the bride and groom. Have the mothers of the bride and groom look over the guest list as well to be sure not to leave out anyone that may be important to them.

**Theme Showers** You may be asked or consulted as to what type of a Shower you would like. Types of showers include “open” shower where the guests bring a gift to their choosing or a “themed” showers such as a lingerie shower, or kitchen utensil shower etc. depending on what the couples needs are.

#### **Home Party Retailers**

Another consideration is to have a Home Party Retailer such as Pampered Chef or Tupperware plan your party for you. You can create your wish list prior to the party. It's an easy and fun way for your guest to purchase that needed gift for you!

#### **Bridal Shower Games**

It isn't always necessary to have games at your shower but it's a fun way to break the ice for those that don't know each other. If the guests know each other, they may enjoy just sitting back and catching up – if not, playing games will help people to interact and get the conversations started. You can help out by letting your hostess know how well the invitees know each other and whether games will be necessary. Keep the games simple and not too personal.

#### **Wedding Shower Decorations/Favours**

If your hostess is not a member of your wedding party – you may want to discuss with them your wedding colour scheme so that they may incorporate the scheme in their décor planning and creating the wedding shower favours.

#### **Thank You Cards**

During the shower make sure that someone writes down for you the name of the person and their gift. Be sure to send out your thank you cards as soon as possible after the shower!

One helpful tip is ask your hostess to have the guests fill out their “return envelope” giving you more time to write them a personal message on your thank you card. Remember to supply your hostess with your “thank you” envelopes.

#### **Hostess Gifts**

Purchase a special thank you gift to thank your hostess(s) for all the/their hard work they went to in preparing your Bridal Shower.

## Attendants Gifts

### *Some Words of Advice*

Your Wedding Attendants are some of your closest and dearest friends and family and you'll want to thank them with a gift of appreciation. There are many ideas to show your appreciation. Some of which are:

#### Brides Attendants

- Wedding day accessories
- Personated framed photo of wedding party
- Monogrammed Gifts (mirrors and lipstick cases, key chain, business card holder)
- Personalized gift baskets or bag for each attendant
- Charm bracelets
- Monogrammed bathrobe and slippers
- Gift certificates to a day spa
- Bridal luncheon after the honeymoon

#### Grooms Attendants

- Monogrammed, leather-bound flasks
- Personalized cuff links
- Monogrammed pocket watches
- Etched cigar cases
- Professional poker kits
- Engraved business card holders
- Engraved beer glass
- Engraved martini glasses with bar tools
- Thank you golf tournament, after the honeymoon

Brides Side	Gift	Store	Cost per Gift
Bridesmaids # _____			\$
Flower Girls # _____			\$
Junior Bridesmaids # _____			\$
Maid/Matron of Honor			\$
Other			\$

Grooms Side	Gift	Store	Cost per Gift
Groomsmen # _____			\$
Ring Bearer:			\$
Ushers: # _____			\$
Best Man			\$
Honorary Attendants			\$
<b>Total Cost of Attendants Gifts</b>			<b>\$</b>

## Wedding Favours

### *Some Words of Advice*

Wedding Favours are the small gifts that the couple gives to their guests as a small token of appreciation. These tokens of appreciation can be given as your guests arrives or sometime throughout the night when the Bride and Groom presents each person with the token. The types of favours are endless – use your imagination to create that special touch to thank your guests for attending one of the most important days of you life.

Jot down a few of your Ideas:

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Wedding Favour Description	
Company Name	
Contact Name	
Address	
Telephone	
Email	
Website	
Number of Favour's required	
Cost per Favour	\$
Total Order	\$
Delivery/Pickup date	



## After the Wedding

### *Some Words of Advice*

Congratulations on your Wedding!

After your wedding and you return home from your Honeymoon, there are still some housekeeping duties to be done. Check off the following that applies to you.

<b>Wedding follow-up tasks</b>	<b>completed</b>
Send announcements to newspaper	
Review photo proofs and select prints	
Write thank you notes	
Take gown to cleaners	
Return borrowed items	
Pay wedding and reception invoices (if haven't already done so)	

<b>Name Change &amp; Other Tasks</b>	
Change bank account names	
Send out Change of Address Cards	
Change wills and insurance policies	
Change beneficiary information on retirement plans and investments	
Verify life insurance amounts and change beneficiary	
Change health and dental insurance plan information	
Change car insurance and registration information	
Change driver's license name	
Add name to utility bills	
Change passport name	
Change property title / mortgage name	
Change tax records with your employer and accountant	
Change credit card information	
Change club membership information	

### Wedding Day Itinerary

Event Description	Time	Location	Contact	Backup Contact	Phone	Address	Notes
Wakeup, Shower							
Light Breakfast							
Hairstylist Appointment							
Makeup							
Get Dressed							
Break							
Light Lunch							
Pre Ceremony Wedding Photos							
Wedding Ceremony							
Drive to Reception							
Wedding Reception							
Reception Toasts							
Reception Dinner							
Music / Dancing							
Wedding Photos							
Additional Toasts							

Wedding Day Itinerary continued...

# My Wedding Planner

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<b>Wedding Services</b>	<b>Time</b>	<b>Location</b>	<b>Contact</b>	<b>Backup Contact</b>	<b>Phone</b>	<b>Address</b>	<b>Notes</b>
Party Rental Delivery							
Manicurist / Pedicurist							
Makeup Artist							
Hairstylist							
Limousine							
Additional Transportation							
Caterers							
Bakers							
Florist							
Wedding Photographer							
Wedding Videographer							
Wedding Officiant							
Wedding Planner							
Band / DJ							
<b>Additional Contacts / Miscellaneous</b>	<b>Time</b>	<b>Location</b>	<b>Contact</b>	<b>Backup Contact</b>	<b>Phone</b>	<b>Address</b>	<b>Notes</b>

**Notes:**