



# Celebrate with us

Your guide to memorable ceremonies in Gloucestershire

## Planner

To help you plan and ensure that the events leading up to your special day run smoothly, use this simple planner to keep on top of the events and when they should occur!

### 9 - 12 Months

- Select a wedding date
- Announce your forthcoming ceremony to friends and family (many couples choose to send out 'Save the date' cards a few months before the event, to ensure that guests keep that date free)
- Determine wedding budget
- Talk to Gloucestershire Registration Service and book the ceremony, reception venue
- Start to look at outfits for the ceremony
- Research caterers, photographers and florists (and any other suppliers)
- Start planning honeymoon

### 6 - 9 Months

- Select and book a caterer
- Select and book photographer
- Decide on number of day guests
- Decide on number of evening guests
- Choose your witnesses
- Book transport for the day
- Book dressmaker if necessary
- Select and book florist
- Make you gift list / register for ceremony gifts
- Book honeymoon

### 4 - 6 Months

- Purchase ceremony insurance
- Check passports are valid for at least 6 months from the date you depart for your honeymoon
- Book hotel rooms for the ceremony evening if necessary
- Reserve rental items
- Buy shoes and accessories
- Discuss play list for ceremony/reception
- Book an appointment to give notice

### 2 - 4 Months

- Buy rings
- Order ceremony cake
- Order flower decorations
- Send out invitations
- Order stationery, balloons, confetti & disposable cameras etc
- Purchase gifts for key members of the party

### 6 - 8 Weeks

- Make a record of RSVPs and early ceremony gifts
- Book hairdressers/beauticians appointments
- Select and reserve attire for all gentlemen
- Arrange transport and hospitality for out-of-town guests
- Organise Stag/Hen nights
- Choose and buy going away outfits

### 2 - 6 Weeks

- Make a wedding day itinerary
- Pick up rings
- Ensure the speeches are prepared
- Confirm final number of button holes with florist
- Create reception seating plan
- Confirm details with photographer and videographer
- Practice with hairdresser/beautician
- Inform caterers on final number of guests
- Confirm cake delivery
- Print out seating cards

### 1 Week

- Pack for honeymoon
- Order honeymoon currency
- Give caterer final guest numbers
- Arrange a place to store gifts at the reception
- Relax

### On the day

- Eat breakfast
- Check wedding day itinerary
- Enjoy your special day

### After the honeymoon

- Send out thank you cards