

Editable Wedding Checklist

Fill this in digitally, tick off tasks, save a copy, or print it for your planning binder.

COUPLE NAMES

WEDDING DATE

VENUE

BUDGET RANGE

TOP PRIORITIES

PRIORITY 1

PRIORITY 2

PRIORITY 3

BEFORE THE TIMELINE

Create the planning foundation

Choose three wedding priorities

Draft the guest list

Set a realistic budget range

Create your master checklist and budget tracker

Start separate Pinterest boards for venue, dress, decor, invitations, and food

NOTES

Wedding Planning Timeline

Work from the biggest decisions into the smaller details. Add your own dates beside each phase.

1 TO 3 MONTHS

Confirm every number and every handoff

TARGET DUE DATE

- Send invitations and track RSVPs
- Finalize menu counts and seating chart
- Create the day-of timeline
- Confirm final fittings, beauty trial notes, and attire pickups
- Send vendors the timeline, addresses, contacts, and setup notes

4 TO 6 MONTHS

Build the guest-facing details

TARGET DUE DATE

- Choose invitations and wording
- Plan ceremony details and readings
- Book rentals, signage, cake, favors, and extra decor
- Schedule tastings and floral/design reviews
- Confirm bridesmaid dresses, suits, and accessory timelines

Guest Details and Final Numbers

Use this page when invitations, RSVPs, fittings, catering, and vendor handoffs start becoming real.

7 TO 9 MONTHS

TARGET DUE DATE

Turn the wedding style into booked vendors

Book entertainment, florist, hair, makeup, officiant, and transportation

Order or shop for the wedding dress

Create the wedding website

Send save-the-dates if guests will travel

Collect hotel block and travel information

10 TO 12 MONTHS

TARGET DUE DATE

Book the decisions that shape everything else

Tour venues and compare what is included

Choose a date or season

Book planner, coordinator, venue, photographer, and catering if needed

Ask about rain plans, rentals, setup time, noise limits, and hidden fees

Start dress research and save silhouettes you actually want to try

Final Week and Vendor Handoffs

Keep this page close during wedding week. Confirm every handoff, payment, contact, and packed item.

FINAL WEEK

Make the wedding easy to run

Pack emergency kit, rings, vow books, accessories, and detail photos box

Confirm vendor arrival times and final balances

Share the timeline with wedding party and immediate family

Prepare tip envelopes if you are using them

Stop adding new ideas unless they solve a real problem

Check marriage license, rings, vows, comfortable shoes, snacks, and water

VENDOR CONTACTS

VENDOR 1

CONTACT

FINAL NOTE

VENDOR 2

CONTACT

FINAL NOTE

VENDOR 3

CONTACT

FINAL NOTE

VENDOR 4

CONTACT

FINAL NOTE

WEDDING WEEK NOTES