You can use this free printable 12 month wedding checklist as a general guideline to plan your Wedding.

Every wedding is different, so please go through this checklist and add your own notes and tasks to keep on track.

Have fun planning your big day!

6 - 12 Months Before The Wedding

☐ Decide the type of your wedding. e.g. At a hotel, at home, etc.

☐ Determine a time frame for your wedding date. Start narrowing down your date.

☐ If you prefer an auspicious date and time for the ceremony, contact an astrologer and ask for several dates with the time.

☐ Discuss with your family, fiancé and decide on the budget, and determine who is contributing. Enter it into the Wedding Budget Calculator.

☐ When you narrow down the dates and time, check the availability of reception locations and ceremony locations you like.

☐ Pick your date and time. Finalize your reception and ceremony location.

☐ Pay an advance and book the ceremony and reception venue.

☐ Book the ceremony time and date with minister or registrar.

☐ Start a Wedding File with notes, ideas and pictures. Collect inspiration from the internet, wedding magazines, etc. Remember to file all your booking receipts and quotations too.

☐ Choose a wedding theme, style and colours.

☐ If you are hiring a wedding coordinator/planner, select one now (Optional).

☐ Choose the wedding party: Maid of Honour and Bridesmaids, Best man and Groomsmen, Flower Girl and Ring Bearer.

☐ Give overseas guests a notice of your wedding date. So, they will have enough time to plan ahead and make travel arrangements.

☐ Start thinking what you’ll wear on your big day. Kandyan osari, Saree or a Dress.
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Choose a wedding theme, style and colours.

If you are hiring a wedding coordinator/planner, select one now (Optional).

Choose the wedding party: Maid of Honour and Bridesmaids, Best man and Groomsmen, Flower Girl and Ring Bearer.

Give overseas guests a notice of your wedding date. So, they will have enough time to plan ahead and make travel arrangements.

Start thinking what you’ll wear on your big day. Kandyan osari, Saree or a Dress.

If you are having an engagement party; Set a date, choose a location, create a guest list and mail invitations.

Plan a beauty, health and fitness program. Start as soon as possible if you want to lose some weight.

Start looking for wedding suppliers. Florist, Photographer, Videographer, Beautician, Caterer (if you’re not having the wedding at a hotel). Make appointments, visit, ask questions and get quotations from them.

Choose a florist and discuss design, flower choices, etc. Make a deposit to reserve their services.

Choose a caterer and discuss the menu. Make a deposit and reserve their service (Optional).

Select the Photographer and the Videographer. Choose a package and reserve their services by making a deposit.

Prepare a draft guest list.

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4-6 Months Before The Wedding

Research Wedding Invitation designs.

Set up a gift registry and make sure to mention it in your wedding invitations.

Start searching for honeymoon locations. If you are planning to travel overseas apply for passport, Visa, etc.

Choose and order wedding cake and wedding cake pieces.

Order your wedding invitations, cake boxes and wedding favors.

Select your band/DJ and dance group.

Start searching songs for first dance, entrance, father daughter dance, etc.

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- Select the Photographer and the Videographer. Choose a package and reserve their services by making a deposit.
- Prepare a draft guest list.
Confirm holiday leave with work.

Start looking at first dance ideas and start practicing.

Finalize guest list. Get everyone’s mailing address.

Choose and order your wedding rings, necklace and earrings.

Finalize all decorations.

Book your wedding car.

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2 - 4 Months Before The Wedding

Place the final order for wedding shoes for the bride, groom and for the bridal party.

Finalize your gift registry and create a wedding website.

Review and finalize the overall budget.

Arrange fittings for the groomsmen and bridesmaids.

Schedule a pickup date for your invites.

Submit menu and beverage selections to the hotel or caterer.

Purchase a Guest book.

Determine who will be giving speeches at the reception.

Set up an appointment to see a sample of your floral centerpieces if applicable.

Schedule the first fitting for your bridal dress/saree jacket and your groom’s tuxedo or suit.

Prepare your pre wedding photo shoot or the video.

Prepare your vows.
1 - 2 Months Before The Wedding

☐ Mail your wedding invitations.
☐ Finalize your song list. Review them with your band/DJ.
☐ Finalize all details with your caterer, florist and musicians.
☐ Pick up the wedding rings, necklace and earrings.
☐ Pick your bridal shoes. Wear them and walk around. Check whether they fit perfectly.
☐ Keep practicing the first dance, father daughter dance and the group dance.
☐ Practice your “First Dance” with music (wearing your bridal shoes).
☐ Schedule second fitting for bridal dress/saree, grooms tuxedo and for the wedding party.
☐ Start preparing wedding day timeline.
☐ Purchase gifts for Bride, Groom, Parents and In-laws.

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2 - 4 Weeks Before The Wedding

☐ Reconfirm your hotel room for the wedding night.
☐ Send final confirmation for all your honeymoon reservations.
☐ Finalize the wedding day timeline give it to all appropriate vendors.
☐ Arrange seating and create the seating chart.
☐ Send final payment to all vendors.
☐ Finalize reception menu.
☐ Call vendors to confirm date, times and location.
☐ Pack for honeymoon.
2 Weeks Before The Wedding

☐ Follow up with guests who haven’t yet RSVP’d.

☐ Schedule trial with your bridal dresser/beautician. Confirm hair style, make up and any alterations for the dress/ saree jackets.

☐ Keep practicing your first dance and group dance with music wearing your bridal shoes.

☐ Appoint a family member or friend to,
  - Gather the gifts at the end of the reception for delivery to the proper location.
  - Return rental equipment.
  - Send wedding bouquets for preservation.
  - Prepare final payments for all the vendors.

☐ Finalize your vows for the ceremony.

☐ Get your facials, hair treatments done (Don’t wait until the last few days).

1 Week Before The Wedding

☐ Prepare Wedding day emergency kit (e.g. Plasters, medicine, safety pins).

☐ Collect your wedding outfits.


☐ Pick up your bridal gown, saree, veil and make sure that all of your accessories are together.

☐ Pick up the groom’s outfit and make sure all of his accessories are together.

☐ Pick up the bridal party outfits bring them to the bridal dressing room on the day before the wedding, if possible.

☐ Get a haircut for the groom and conditioning treatment for the bride.

☐ Get a Facial at least 5 days before the wedding. Don’t wait till the day before the wedding.

☐ Finalize seating arrangements.

☐ Bride- Meet your bridesmaids.

☐ Groom - Meet your Groomsmen.

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2 - 3 Days Before The Wedding

☐ Organize a final girls meeting and make sure you’re all on the same page.

☐ Organize a first dance, father daughter dance & group dance rehearsal (with the bridal party).

☐ Send the wedding day timeline to the bridal party.

☐ Figure out tips and final payments for vendors. Put them in clearly marked envelopes and give them to a person you trust to hand out at the reception.

The Day Before Your Wedding

☐ Assign someone to pack up your gifts/belongings after the reception.

☐ Make sure all wedding day items are packed and ready to go.

☐ Confirm all duties required with the wedding party.

☐ Have a manicure/pedicure.

☐ Try to go to bed early and relax.

On The Wedding Day

☐ Eat a good breakfast.

☐ Allow plenty of time for dressing, makeup and hair styling.

☐ Give wedding rings to Maid of honor and Best man.

☐ Take a deep breath and relax.

*Enjoy the day!*

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