



Use the Taupo Weddings checklist to plan all the details of your dream wedding

Planning and preparation are the key to staying stress-free, as you approach your wedding day. Print off a copy of the Taupo Wedding's wedding checklist, and start organizing your wedding in manageable steps. If you have 12 months or less, the important thing is to start planning today. Make sure to check out Taupo Weddings for recommendations.

12 MONTHS AHEAD

- Check out www.taupoweddings.co.nz for a complete directory providing contacts for everything required for your Taupo Wedding
- Decide on a date & send save the
- Research the venue options. Marquee or venue, church or garden?
- Confirm a marquee if required, through Eventrent.co.nz
- Confirm (get this in writing) a venue for both ceremony & reception.
- Set a budget
- Research options & book a photographer (get this in writing)
- Start looking into catering options – get several quotes. Book a caterer, if your venue does not provide the catering
- Decide upon a priest, minister or celebrant. Make sure you meet this person face to face
- Book music / entertainment
- Hire a wedding planner if you want assistance with the planning & prep
- Search for a wedding gown or choose a designer dressmaker
- Book your florist

6 - 3 MONTHS AHEAD

- Start working on your guest list
- Start thinking about your honeymoon
- Organize your wedding cake
- Are you having a theme? If so, choose it now and let Eventrent.co.nz assist.
- Contact Eventrent.co.nz to discuss your centerpiece & decoration requirements and reserve hire equipment
- Are you giving favours to your guests? If so, start looking into these now
- Book accommodation for wedding night
- Purchase/hire suits for groom, best man and groomsmen. Organize flower girl & bridesmaid dresses
- Book wedding day transport
- Purchase your accessories – shoes, jewellery, stockings, veil and lingerie...
- Order or make guest invitations
- Research accommodation for out of town guests
- Organize dance lessons
- Discuss menu option with your caterer, and don't forget to talk about possible dietary requirements

3 MONTHS AHEAD

- Purchase wedding rings
- Finalize the guests list and send invitations
- Contact those to be your best man, groomsman, bridesmaids, flower girl & discuss arrangements & responsibilities
- Purchase any accessories for wedding party
- Discuss readings / speeches with those chosen to give them
- Meet with photographer / DVD operator to discuss your requirements

➤ 2 MONTHS AHEAD

- Discuss the service with your minister, priest or celebrant
- Write your wedding vows
- Plan a trial makeup and hair session
- Check rsvp's, count numbers and inform your caterer
- Finalize menu and beverages
- Draft a reception seating plan
- Purchase a guest book
- Check with your dressmaker as to how the dress is going, and make time for fitting if required
- Apply to register of Births, Deaths & Marriages for a marriage license

2 WEEKS AHEAD

- Final dress fitting with shoes, accessories & lingerie
- Schedule a rehearsal time
- Organize final fittings for groom, best man, groomsmen and bridesmaid

- Re-confirm all details with your service providers
- Finalize the reception seating plan and write place cards
- Re confirm appointment times for hair and make up for bride & brides maids
- Confirm the things that need doing after the wedding eg. Return or hire equipment, hire suits, brides gown, wedding gifts, flowers from the venue
- Ensure those giving speeches are preparing them
- Wear in your wedding shoes – don't want sore feet on the day
- Contact your florist to finalize details of bouquets and flowers

1 WEEK AHEAD

- Hold a full rehearsal of the ceremony
- Final count of guest list, confirm with caterers.
- Start packing for your honeymoon
- Confirm delivery time of all hired goods and dress
- Confirm honeymoon details

1 DAY AHEAD

- Have a relaxing massage, manicure & pedicure

YOUR WEDDING DAY

- You have planned the perfect day – now all you have to do is enjoy it!