

Wedding CHECKLIST

AND HOT TIPS FROM A THANKSGIVING POINT WEDDING PLANNER –
FOR UTAH BRIDES AND GROOMS PLANNING A 2024 WEDDING

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6 - 12 MONTHS BEFORE THE WEDDING

✓ 1. *Target a Season or Date*

Consider the season and weather when picking a date for your wedding. Not only will it impact clothing and venue decisions, but the season will be in your photos for a lifetime. Decide your aesthetic and shoot for a time of year that embodies that. Picking a sentimental date for you and your significant other is also a great way to go. Having a special date that is not only your anniversary but has more meaning will make your wedding day and future anniversary celebrations even more special.

Holidays and monumental days celebrated by the public are usually not recommended for weddings. Busy airports and overbooked flights can make it difficult for traveling family members, and holiday traffic could cause extra stress on your wedding day. Weddings in the "off-season" (late October to March) usually have cheaper venue rentals and unique flower options, and many wedding vendors or bridal boutiques begin their sales to clear out gowns for the upcoming year.

✓ 2. *Create a Budget*

When creating a budget, create a priority list for what you want to focus the most on at your wedding. For example, if the venue is essential to you, prioritize a more significant portion of your budget to find the perfect space. If you want to focus on floral, portion out a larger amount to spend on a florist. Most vendors can create a proposal for you to give you an estimate on their product.

Always ask for estimates, proposals and quotes! Many places (venues and vendors) understand that people have a budget they try to stick to. If they ask if you have a budget, you should provide them with the desired amount because that will help them help you with keeping things cost-effective.

✓ 3. *Explore Venue Options*

Every venue offers a unique layout and vibe. Finding one that fits your flow, style, and aesthetic is important. You should only tour venues you are interested in. Being able to see the different spaces helps with clarifying a vision and bringing your dreams to life.

✓ 4. *Draft Guest List*

Remember the ABC method when waiting for RSVPs from guests.

A – All in Attendance - 100% of these guests will be in attendance.

This category list is for ALL the guests you know 100% will attend your event—examples: Parents, grandparents, siblings, bridal party, close family & friends.

B – "B List" - 50% of these guests will be in attendance.

This category list is for those you hope can come, BUT they may have other plans or obligations. These discoveries come after sending your invitations. Examples: Neighbors, high school or college friends, colleagues, or distant family members

C – Courteous – 0% of these guests will be in attendance.

This category list is for guests you know cannot attend your event, but you still want to send them an announcement and invite. Examples: Out-of-state or country friends and family or high-risk attendees

✓ 5. *Book Venue, Caterer and Pastry Chef*

As you consider a caterer, consider gratuity and service fees, which can add to the per-person cost of an event. Feel free to ask your planner for recommendations. Staff menu favorites can provide you with unique options and help guide you to a fun and flavorful menu. Remember that some venues only allow you to use their onsite caterers and do not allow outside catering.

Regarding your cake, you want something that fits your budget, looks beautiful and tastes delicious. Before you book your pastry chef, ask yourself questions: Do you want a classic round-tiered cake or something square or hexagonal for a more modern look? Will a simple yet elegant cake match your aesthetic, or do you want something colorful, ornate and dramatic? Does the cake need to serve hundreds of people or dozens? The cake is a key part of your event, so ask your planner for help and recommendations if you're unsure where to start.

✓ 6. *Consider Wedding Planner Options*

Wedding planners are not required, but they are a fantastic resource. At Thanksgiving Point, we want your wedding to be perfect for you! Not only do you get a professional wedding planner, but you also get our Fairy Godmother Service. Our wedding Fairy Godmothers are here to make your memorable day a seamless and joyful experience. They will assist you on the wedding day, adhering to your timeline and communicating any adjustments to your DJ, MC or florist.

A planner is a great way to ease the stress of wedding planning. Remember that your wedding is an important and exciting event. When you feel stressed, rely on your planner and know you are in good hands. Our staff is world-class and committed to making your special day memorable!

✓ 7. *Order Save-the-Date Cards*

Save-the-date cards are straightforward: they tell future wedding guests to save the date in their calendars. Whether you send something simple with just text or cards that include photos, it's a courteous way to inform everyone about your big day well in advance and let them know to expect a formal invitation closer to the date.

✓ 8. *Book Photographer and Videographer*

If you have a specific photographer (or videographer) in mind and are looking to book a videographer (or photographer), ask if there is someone they like working with or admire the work of so you can find a quality vetted vendor.

When in doubt, ask for a gallery of events they have done in the past. You can always look at their social media for reference on their style and type of work. Photographers are an important part of your wedding. You'll want every moment beautifully documented for your memories, from the gowns to the food. A good photographer should always be a priority.

✓ 9. *Solidify Wedding Officiant*

When a family member or friend officiates a wedding, it adds a personal and memorable touch to a ceremony. Look on your state website to learn more about certifying a wedding officiant.

✓ 10. *Start Gift Registry*

Online gift registries are a great option if you are having your wedding out of state or want to avoid hauling gifts away from the wedding venue since they are delivered directly to your door. Amazon will also provide a thank-you list for who got you which gift, simplifying the process of writing thank-you cards.

✓ 11. *Start Gown and Suit Shopping*

Many bridal shops make large sales at the start of the year to clear out inventory for the coming season. Follow shops on Instagram to see who carries inventory you are interested in.

✓ 12. *Set Up Wedding Website*

Wedding websites provide an excellent space for guests to see all your wedding information in one space. Some social media platforms allow you to have specific pages for events, which is a great tool for communicating with a large group.

4 - 5 MONTHS BEFORE THE WEDDING

✓ 1. *Finalize Guest List*

✓ 2. *Mail Save-the-Date Cards*

✓ 3. *Order Gown and Suit*

✓ 4. *Select Wedding Party Attire*

✓ 5. *Book Entertainment (DJ, Band, Ceremony Music)*

Live music can always bring a space to life! Having musicians for your ceremony can make it a memorable and unique experience. Our gorgeous gardens set the mood for the guests and wedding party. If you want live entertainment, check with your venue to ensure your musicians have the necessary tools and items.

Many DJs do the ceremony and reception. See what kind of packages are offered by the DJ. DJs can provide structure to the evening as an MC and relieve family members from the duty of making announcements.

✓ 6. *Book Rehearsal Dinner Venue and Caterer*

See what options your wedding venue and caterers have for rehearsal dinners. Many venues have spaces for both events!

✓ 7. *Book Honeymoon*

✓ 8. *Organize a Hotel Room Block*

Springhill Suites is within walking distance from Thanksgiving Point's wedding venues, allowing easy access for guests. Thanksgiving Point also provides activities and dining options for your guests, such as our Butterfly Biosphere and Harvest Restaurant.

✓ 9. *Book Stationer (Paper Specialist)*

They will design and order invitations with menu cards, ceremony programs, place cards, seating charts and thank-you cards to match.

✓ 10. *Confirm Florals and Rentals*

3 MONTHS BEFORE THE WEDDING

✓ 1. *Purchase Wedding Rings*

✓ 2. *Finalize Menu with Caterer and Pastry Chef*

✓ 3. *Finalize Floral Arrangements*

✓ 4. *Mail Invitations (include Rehearsal Dinner insert for Wedding Party)*

Have a clear RSVP date and an easy way for guests to RSVP. A QR code linking to your website makes the process quick and straightforward for your guests to register.

✓ 5. *Obtain Marriage License*

Assign this to one person to be in charge of before, during, and after the wedding to ensure the document is signed and returned to the courthouse.

2 MONTHS BEFORE

✓ 1. *Confirm Details with All Vendors*

✓ 2. *Finalize Ceremony Details and Day-of Timeline*

1 MONTH BEFORE

✓ 1. *Final Gown and Suit Fitting*

✓ 2. *Confirm RSVPs*

✓ 3. *Create Seating Chart*

✓ 4. *Prepare Wedding Vows*

✓ 5. *Finalize Payments to Vendor*

✓ 6. *Confirm Rehearsal Dinner Details*

2 WEEKS BEFORE

✓ 1. *Pack for Honeymoon*

✓ 2. *Confirm Final Details with All Vendors*

✓ 3. *Distribute Wedding Timeline to Vendors and Wedding Party*

✓ 4. *Delegate Wedding-Day Tasks*

WEDDING DAY

✓ 1. *Relax and Enjoy!*

POST-WEDDING

✓ 1. *Send Thank-You Notes*

See if your stationary vendor offers a package with thank-you notes. This way, you can neatly print your photo and personal message and quickly send the notes after your wedding.

✓ 2. *Handle Wedding Gown Cleaning and Preservation*

Assign this task to a family member or friend so they can treat dirt and stains quickly. The best way to preserve a wedding dress is to box it in acid-free paper or store it in a dry closet in a muslin bag. Ask your dry cleaner if they offer preservation services.

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