



Welcome to the Cheap Wedding Success Wedding Planner!

This planner has everything you need to start planning your wedding. From budgets to checklist on the big day, this is your comprehensive guide to make sure your wedding planning is nailed!

Simply print it out and fill it in. It'll help you every step of the way.

I used a sheet like this for my wedding and I promise, it will become your bible! Use it and abuse it!

If you've got any tips or improvements to this document, [let me know](#).

Love

Nicola X



Cheap Wedding Success

YOUR DETAILS

Essentials

Date of wedding: _____

Time of wedding: _____

Ceremony Details

Minister / Registrar's name: _____

Minister / Registrar's tel number: _____

Ceremony venue address: _____

Ceremony venue tel number: _____

Reading choices: _____

Hymn / Song choices: _____

Choir / Musicians: _____

Reception Details

Contact name: _____

Reception venue tel number: _____

Email address: _____

Deposit paid: _____

Balance due: _____

Caterer's details: _____

Caterer's tel number: _____

DJ / Band / Music tel number: _____

Photographer Details

Name: _____

Tel number: _____

Email address: _____

Arrival and departure times: _____

Deposit paid: _____

Package / arrangement agreed: _____

Florist

Name: _____

Tel number: _____

Email address: _____

Delivery time: _____

Delivery address: _____

Deposit paid: _____

Balance due: _____

Transport

Name: _____

Tel number: _____

Email address: _____

Pick up time: _____

Estimated journey time: _____

Deposit paid: _____

Balance due: _____

Cake Maker

Name: _____

Tel number: _____

Email address: _____

Cake details: _____

Deposit paid: _____

Balance due: _____

Details of delivery to venue: _____



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YOUR COUNTDOWN

12 - 6 months ahead

- Open a wedding bank account
- Set your budget
- Choose your best man, ushers and bridesmaids
- Set the date
- Arrange a first meeting with your minister
- Book ceremony venue / registrar
- Visit reception venues and reserve your favourite
- Book transport, photography and videography
- Choose florist and discuss ideas
- Start making or order your stationery
- Choose your dress
- Choose the bridesmaids dresses
- Plan and book your honeymoon
- Book any music requirements i.e. choir or DJ
- Send out 'save the date' cards or emails

One week before

- Confirm photographer, flowers, music and cars
- Reconfirm numbers with the caterer
- Arrange for cake to be delivered
- Pack for your honeymoon
- Hold ceremony rehearsal
- Double-check your outfit is complete
- Ensure best man knows when to return suits
- Have a final hair and make-up practice
- Groom to have a final trim at the hairdressers
- Wear in your wedding shoes
- Attend any beauty appointments i.e. wax, tan
- Prepare schedules for attendants

6 - 4 months ahead

- Confirm arrangements with the minister
- Give notice of marriage, if necessary
- Groom to organise suit hire
- Choose and purchase wedding rings
- Order or make your wedding cake
- Choose your gift list company
- Reserve any rental equipment i.e chairs, etc
- Choose or start to make your wedding favours
- Organise dress fittings

The day before

- Have a manicure and pedicure
- Help to decorate the venue
- Send honeymoon luggage sent to first night hotel
- Relax and get a good night's sleep
- Hand out schedules to attendants

4 - 2 months ahead

- Send out invitations with gift list information
- Confirm your booking with the registrar
- Finalise honeymoon, check passports, etc
- Discuss makeup and hair options with your stylist
- Discuss menus with the caterers
- Organise vaccinations and visas
- Write your wedding vows
- Schedule rehearsal time and dinner
- Decide on how you're going to do your guest book
- Create your order of service sheets
- Book first-night accommodation

On the day

- Get your attendants to do the following:
- Check the best man has the rings
- Check the best man has got the button-holes and corsages for the groom's side
- Deliver orders of service to the ceremony venue

2 - 1 month ahead

- Choose gifts for the wedding party
- Chase all outstanding RSVPs
- Draw up final guest list
- Confirm in writing final numbers for your suppliers
- Draw up a seating plan
- Book any beauty appointments i.e. hair, makeup
- Finalise transport
- Organise stag and hen parties
- Remind fiancé, dad and best man to write speech
- Have a final dress fitting with lingerie and shoes
- Pay for marriage licence and certificates
- Write up all the place cards
- Book travel insurance and buy currency
- Brief the photographer on your 'must have' shots

After the big day

- Pack and take home wedding presents
- Return hired items to relevant stores
- Send out wedding cake to those unable to attend
- Send out thank you cards



CHEAP WEDDING BUDGET SPREADSHEET

Before you begin, roll your mouse over the red triangles for help and advice about this budget.

To use this budget, simply insert your quotes and rough estimates in the 'budget' column. Once you've paid for something, add it to the 'actual' column. Don't forget to update it regularly!

Expense	Budget	Actual
Registrar (Legal)		
Notice of Marriage		
Wedding Certificates		
Celebrant		
Ceremony Venue		
His Wedding Ring		
Her Wedding Ring		
Stationery		
Postage		
Grooms Clothes		
Ushers Clothes		
Wedding Dress		
Veil & Headpiece		
Shoes		
Underwear/Lingerie		
Jewellery		
Accessories		
Bridesmaids Outfits		
Venue Hire		
Furniture Hire		
Venue Decoration		
Equipment Hire		
Catering		
Staff Costs		
Cake		
Drinks		
Table Decorations		
Flowers		
Favours		
Music / DJ / Band		
Photography		
Videography		
Guest Book		
Transport		
Wedding Night Hotel		
Going Away Outfit		
Honeymoon		
Thank You Gifts		
Miscellaneous		
<hr/>		
Sub total		
<hr/>		
10% Contingency		
<hr/>		
TOTAL		
<hr/>		



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TABLE PLANNER

Use this table planner to help organise and arrange your guests.

The top table usually seats the bridal party. The rest of the tables then seat the remaining guests. Most tables hold 8-12 guests, since all reception venues differ, I've allowed for up to 12 people on the plan.

TOP TABLE	TABLE 2	TABLE 3	TABLE 4
1 _____	1 _____	1 _____	1 _____
2 _____	2 _____	2 _____	2 _____
3 _____	3 _____	3 _____	3 _____
4 _____	4 _____	4 _____	4 _____
5 _____	5 _____	5 _____	5 _____
6 _____	6 _____	6 _____	6 _____
7 _____	7 _____	7 _____	7 _____
8 _____	8 _____	8 _____	8 _____
9 _____	9 _____	9 _____	9 _____
10 _____	10 _____	10 _____	10 _____
11 _____	11 _____	11 _____	11 _____
12 _____	12 _____	12 _____	12 _____

TABLE 5	TABLE 6	TABLE 7	TABLE 8
1 _____	1 _____	1 _____	1 _____
2 _____	2 _____	2 _____	2 _____
3 _____	3 _____	3 _____	3 _____
4 _____	4 _____	4 _____	4 _____
5 _____	5 _____	5 _____	5 _____
6 _____	6 _____	6 _____	6 _____
7 _____	7 _____	7 _____	7 _____
8 _____	8 _____	8 _____	8 _____
9 _____	9 _____	9 _____	9 _____
10 _____	10 _____	10 _____	10 _____
11 _____	11 _____	11 _____	11 _____
12 _____	12 _____	12 _____	12 _____

TABLE 9	TABLE 10	TABLE 11	TABLE 12
1 _____	1 _____	1 _____	1 _____
2 _____	2 _____	2 _____	2 _____
3 _____	3 _____	3 _____	3 _____
4 _____	4 _____	4 _____	4 _____
5 _____	5 _____	5 _____	5 _____
6 _____	6 _____	6 _____	6 _____
7 _____	7 _____	7 _____	7 _____
8 _____	8 _____	8 _____	8 _____
9 _____	9 _____	9 _____	9 _____
10 _____	10 _____	10 _____	10 _____
11 _____	11 _____	11 _____	11 _____
12 _____	12 _____	12 _____	12 _____

TABLE 13	TABLE 14	TABLE 15	TABLE 16
1 _____	1 _____	1 _____	1 _____
2 _____	2 _____	2 _____	2 _____
3 _____	3 _____	3 _____	3 _____
4 _____	4 _____	4 _____	4 _____
5 _____	5 _____	5 _____	5 _____
6 _____	6 _____	6 _____	6 _____
7 _____	7 _____	7 _____	7 _____
8 _____	8 _____	8 _____	8 _____
9 _____	9 _____	9 _____	9 _____
10 _____	10 _____	10 _____	10 _____
11 _____	11 _____	11 _____	11 _____
12 _____	12 _____	12 _____	12 _____