



Master Piece *Weddings*

"Creating the Wedding of Your Dreams"

❧ **Planning**
Guide ❧

assist with the preparation for a church or home reception, and music for dancing may or may not be

UltraFormal to Informal: What that Really Means:

Wedding tradition has evolved into particular set of customs that help participants and guests know what kind of occasion to anticipate, how to dress, and what will be expected of them as they take part in your special day.

The type of invitation, the time of day, and the place of the wedding and reception are all indications of the style you chooses (whether traditional or highly unique), and guests will respond accordingly.

The UltraFormal wedding is the most elaborate and costly of all weddings. It is traditionally held in a church or synagogue with more than 200 guests in attendance. The bride wears an elaborate gown and is assisted by six to twelve bridesmaids who are also dresses in very elegant attire. Many ushers are needed for an event of this size -- at least one for every fifty guests. Guests to an UltraFormal wedding will dress formally and will expect the reception afterwards to include substantial food and beverage, as well as an orchestra for entertainment and dancing. Invitations and enclosures should follow the strictest of formal etiquette. If you have the resources and a social circle accustomed to formal occasions, an UltraFormal wedding can be a fairy-tale, dream-come-true experience for you and your guests.

The Formal wedding is a smaller, less elaborate, and less costly version of the UltraFormal wedding. The formal wedding usually includes more than 100 guests. The bride wears a traditional long gown and veil, and is attend by at least two attendants. There should be at least one usher for every fifty guests. The wedding itself may take place in a church or hall in daytime or evening, and is followed by festive reception with a buffet or sit-down meal and music for dancing. Invitations are formally worded and printed in the traditional forms of etiquette.

More relaxed lifestyles have led to the popularity of a Semi-Formal wedding. Although the guest list may be just as large as that for a formal wedding, the receptions at both the ceremony and reception are simpler. The wedding may be held in a church, chapel, or hall, home or garden depending upon the number of guests and the type of reception desired. Friends and relatives often

sent, but handwritten notes are appropriate if the guest list is small. The bride may wear a long or short dress with matching veil, headpiece and accessories. Usually not more than three bridesmaids attend, and they also may wear long or short gowns complementary to the bride's.

For intimacy and warmth, you may wish to choose an Informal wedding held in a home, judge's chambers or chapel. Outdoor settings are also common, but may require more planning and arrangements for access, parking, rain, shelter, seating, food and waste disposal, comfort stations, and permissions (if necessary) from the public or private owner of the property. The ceremony is usually small, attended only by family and close friends. A reception afterwards at home or restaurant may include more guests than the actual ceremony. The bride may wear a suit, dressy dress or more casual, comfortable attire. There are no attendants as such, but the witnesses to the signing of the wedding certificate may stand up with you if you so desire. The number of guests will be determined in part by the location you choose and by the degree of intimacy you desire. The reception may be "catered" by family and friends. Invitation may be by hone or handwritten note. Be sure to include all the important facts such as place, time, and appropriate guest attire, especially if the setting is casual or outdoors.

Wedding Themes

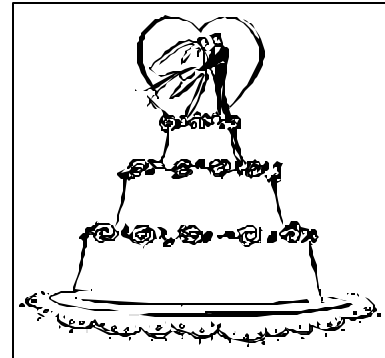
Once tour budget is planned and your style is selected, you may want to carry your personality one step further and choose a theme for your wedding. If so, begin by examine your answers from the quiz on the previous page. If you're a bride who prefers roses and ruffles, lace and truffles, pastels and petits fours, you may want to consider a Victorian Wedding. On the other hand, you may be a bride who prefers sleek styling, black and white formalities, and champagne served from antique crystal toasting glasses. If so, you may want to choose a more sophisticated theme. Whatever you theme, it can be carried out through every aspect of you wedding -- your apparel, flowers, decorations, colors, music, season, location and menu. Consult books, bridal magazines, your caterer and florist for their creative suggestions. But, don't forget that, that is what I am here for, you can call me all of the time.

- A Country Club
- A Courthouse
- _____

Selecting Your Style and Theme

On your wedding day you should be the center of attention, and every detail of the occasion, from your gown to the music to the hospitality, will be a reflection of your own personality and taste. Take time now to answer the following questions about the real you to determine your own personal wedding style.

A Personal Inventory:



I've always thought of myself as:

- Romantic
- Sophisticated
- Adventurousome
- Practical
- _____

My colors are:

- Soft Pastels
- Black and Brights
- Neutrals
- _____

I prefer a wedding gown that is:

- Traditional
- Sleek and Stylish
- Nostalgic
- Ruffled and Lacy
- _____

My "Dream Wedding" would be in:

- A church
- A Garden
- A private Home
- A historical Site
- A unique location
- A hotel

I prefer the following music:

- Classical
- Love Songs
- Country
- Jazz
- Rock and Roll
- _____



Things to do First

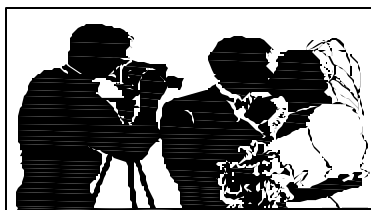
Set aside a special time when you and your fiancé can give full attention to the following checklist. Discuss your plans in detail, and make as many decisions as possible. You'll discuss these initial decisions later with your parents or whoever will be hosting the wedding.

Month-By-Month Checklist

Six to twelve months may be necessary to comfortably plan a wedding that includes a number of guests and reception. Especially in larger cities, many good services are in great demand, and the sooner you can determine your plans and make reservations the better. Shop wisely. Be sure to examine service contracts carefully. (Or have your Bridal Consultant take care of the contracts). You will want a detailed list of all services included. Many services will require a deposit at the time of reservation. Be sure you know whether there case of a cancellation. Use the telephone as much a possible or e-mail to save a lot of time. Here is a complete list of planning activities listed in calendar form. Pick and choose the things you need to do in keeping with you personal wedding plans. Check off each activity as it is completed

Six to Twelve Months Before:

- | DO | DONE | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Decide style of wedding |
| <input type="checkbox"/> | <input type="checkbox"/> | Decide date |
| <input type="checkbox"/> | <input type="checkbox"/> | Reserve ceremony site |
| <input type="checkbox"/> | <input type="checkbox"/> | Reserve officiant |
| <input type="checkbox"/> | <input type="checkbox"/> | Decide number of guests and begin guest list |
| <input type="checkbox"/> | <input type="checkbox"/> | Decide budget and begin comparison-shopping |
| <input type="checkbox"/> | <input type="checkbox"/> | Announce Engagement |
| <input type="checkbox"/> | <input type="checkbox"/> | Choose and Invite attendants |
| <input type="checkbox"/> | <input type="checkbox"/> | Begin house or apartment search and household plans |



- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Obtain passports if honeymoon will involve foreign travel |
|--------------------------|--------------------------|---|

Four to Six Months Before:

- | DO | DONE | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Reserve reception hall |
| <input type="checkbox"/> | <input type="checkbox"/> | Select and order Bridal Gown |
| <input type="checkbox"/> | <input type="checkbox"/> | Select and order Bridesmaids' Dresses |
| <input type="checkbox"/> | <input type="checkbox"/> | Select men's attire, reserve |
| <input type="checkbox"/> | <input type="checkbox"/> | Coordinate attire for mothers |
| <input type="checkbox"/> | <input type="checkbox"/> | Discuss ceremony with Clergy member |
| <input type="checkbox"/> | <input type="checkbox"/> | Order invitations, announcements and stationery |
| <input type="checkbox"/> | <input type="checkbox"/> | Make honeymoon plans |
| <input type="checkbox"/> | <input type="checkbox"/> | Purchase Luggage |



Select and Reserve Professionals:

- | DO | DONE | |
|--------------------------|--------------------------|--------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Bridal Consultant |
| <input type="checkbox"/> | <input type="checkbox"/> | Caterer |
| <input type="checkbox"/> | <input type="checkbox"/> | Florist |
| <input type="checkbox"/> | <input type="checkbox"/> | Photographer |
| <input type="checkbox"/> | <input type="checkbox"/> | Cake Baker |
| <input type="checkbox"/> | <input type="checkbox"/> | Musicians or DJ |
| <input type="checkbox"/> | <input type="checkbox"/> | Videographer |
| <input type="checkbox"/> | <input type="checkbox"/> | Limo/Transportation |
| <input type="checkbox"/> | <input type="checkbox"/> | Hairdresser (Interview) |
| <input type="checkbox"/> | <input type="checkbox"/> | Make-Up Artist (Interview) |
| <input type="checkbox"/> | <input type="checkbox"/> | Insurance Agent |
| <input type="checkbox"/> | <input type="checkbox"/> | Security/Traffic Control (if needed) |
| <input type="checkbox"/> | <input type="checkbox"/> | Rentals (Chairs & Tables) |
| <input type="checkbox"/> | <input type="checkbox"/> | Other _____ |

- Pick-up of wedding or reception supplies
- Rental Returns
- Traffic Control

Two Months Before:

- | DO | DONE | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Complete Final Guest List |
| <input type="checkbox"/> | <input type="checkbox"/> | Initial confirmation of all Professionals and suppliers |
| <input type="checkbox"/> | <input type="checkbox"/> | Apply for marriage license |
| <input type="checkbox"/> | <input type="checkbox"/> | Select gifts for attendants |
| <input type="checkbox"/> | <input type="checkbox"/> | Plan fittings for attire |
| <input type="checkbox"/> | <input type="checkbox"/> | Register china, silver, and other household gifts |
| <input type="checkbox"/> | <input type="checkbox"/> | Make lodging arrangements for out-of-town attendants and guests |
| <input type="checkbox"/> | <input type="checkbox"/> | Address invitations |
| <input type="checkbox"/> | <input type="checkbox"/> | Reserve wedding night hotel |
| <input type="checkbox"/> | <input type="checkbox"/> | Make arrangements for rehearsal and rehearsal dinner & seating |

Two Weeks Before:

- | DO | DONE | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Final apparel fittings |
| <input type="checkbox"/> | <input type="checkbox"/> | Confirm rental attire/fittings |
| <input type="checkbox"/> | <input type="checkbox"/> | Give bridesmaids'/bachelors' parties |
| <input type="checkbox"/> | <input type="checkbox"/> | Present gifts to the wedding party |
| <input type="checkbox"/> | <input type="checkbox"/> | Final confirmation of all professionals and services |

One Week Before:

- | DO | DONE | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Pick up marriage license |
| <input type="checkbox"/> | <input type="checkbox"/> | Pack for wedding trip |
| <input type="checkbox"/> | <input type="checkbox"/> | Arrange to have your gown and other attire pressed and delivered to your home or the place of the wedding |
| <input type="checkbox"/> | <input type="checkbox"/> | Make place cards for the reception or rehearsal dinner |
| <input type="checkbox"/> | <input type="checkbox"/> | Determine what to do with floral arrangements after reception |

One Month Before:

- | DO | DONE | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Mail Invitations |
| <input type="checkbox"/> | <input type="checkbox"/> | Select groom's wedding ring, have it engraved |
| <input type="checkbox"/> | <input type="checkbox"/> | Arrange for display of wedding gifts |
| <input type="checkbox"/> | <input type="checkbox"/> | Have bridal portrait made |
| <input type="checkbox"/> | <input type="checkbox"/> | Confirm rehearsal dinner plans |
| <input type="checkbox"/> | <input type="checkbox"/> | Arrange for bridesmaids' luncheon |
| <input type="checkbox"/> | <input type="checkbox"/> | Review duties with wedding party |
| <input type="checkbox"/> | <input type="checkbox"/> | Visit ceremony site, check dressing areas |
| <input type="checkbox"/> | <input type="checkbox"/> | Send wedding announcement to newspapers |
| <input type="checkbox"/> | <input type="checkbox"/> | If home wedding, arrange for housecleaning (before and after) |
| <input type="checkbox"/> | <input type="checkbox"/> | Finalize honeymoon plans and purchases |
| <input type="checkbox"/> | <input type="checkbox"/> | Record invitation responses |
| <input type="checkbox"/> | <input type="checkbox"/> | Finalize preparations for your new home |



After the Wedding!!!

(Yes there is more to be done)

- | DO | DONE | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Send thank-you telegrams to both sets of parents and/or wedding host |
| <input type="checkbox"/> | <input type="checkbox"/> | Mail wedding announcements |
| <input type="checkbox"/> | <input type="checkbox"/> | Send out change of address cards |
| <input type="checkbox"/> | <input type="checkbox"/> | Change legal documents (name changes, draw wills, beneficiary, etc.) |
| <input type="checkbox"/> | <input type="checkbox"/> | Complete gift acknowledgments |



Assigning responsibilities for wedding day:

- | DO | DONE | |
|--------------------------|--------------------------|----------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Guest transportation |



Groom's Calendar:

Twelve Month Before:

- Pick out the bride's engagement ring (if not selected yet)
- If you'll share wedding expenses, discuss them with fiancée and all parents
- Select attendants (you should have at least one usher per 50 guests)
- Decide on ceremony and reception sites with fiancée

Nine Months Before:

- Arrange a visit with clergyman or justice of the peace to discuss ceremony
- Start making out your guest list
- Discuss honeymoon destinations with fiancée; consult travel agent for ideas.

Six Month Before:

- Arrange to pay for bride's bouquet; order boutonnieres and corsages for attendants and mothers
- Visit gift registry with fiancée.
- Complete honeymoon plans.
- If traveling abroad, update passports, arrange for VISA's and check inoculations.
- Arrange transportation (limousines) to ceremony and reception for wedding party.

Three Months Before:

- Complete guest list; give to finance.
- Consult finance about, and order, wedding attire and ushers.
- Shop for honeymoon clothes.
- Order wedding rings.
- See doctor for blood test.
- Consult fiancée about, and reserve, a block of hotel room's out-of-town guests.
- Plan rehearsal dinner with parents.

Six to Eight Weeks:

- Buy brides wedding gift.
- Chose gifts for ushers.
- Get legal and religious papers in order.
- Pick up wedding rings; check engraving.
- Help finance with Thank you notes for gifts already received.
- Check state requirements for blood tests.

Two Weeks Before:

- Go with fiancée to get you marriage license.
- If applicable, arrange for transportation from the reception to the airport.
- Attend bachelor party.
- Double-check honeymoon reservations.
- Arrange to move belongings to your new home.

One Week Before:

- Explain any special seating arrangements for family members, etc., to ushers.
- Put officiant's fee in a sealed envelope and give it to the best man to deliver after the ceremony. (if you trust him enough, or the mother of the bride)
- Purchase traveler's checks, inquire about ATM's near your honeymoon site.
- Get going-away clothes ready.
- Pack for the honeymoon.
- Remind ushers of rehearsal-dinner details.

