



planning guide

T 0118 971 3634
WWW.WASING.CO.UK

Planning a Wedding is an exciting time but can also be quite stressful. To help you glide smoothly through this process we have put together a simple monthly Planning Guide – we hope this helps!

the first step

- Decide between you the type of ceremony and reception you would like. For example would you like a Church or Civil Ceremony Wedding?
- Set your budget and talk to family about possible contributions and discuss who is doing what.
- Decide on your estimated number of guests and draw up a list with all sets of parents.
- Choose a wedding planner if necessary.

12–18 months to go

- Make an appointment to see the vicar or registrar to fix the wedding date and chosen time. It is vital this is done as soon as possible to secure your preferred time.
- Organise your Wedding Insurance.
- Speak with Galloping Gourmet and discuss your chosen packages and menus.
- Start to search for Wedding Services, such as photographers, entertainment and table decorations.
- Book your photographer and band – if you have a preferred supplier please ensure you enquire about dates and book as soon as possible as they will get booked up to 2 years in advance!

6–12 months to go

- Start looking for a Wedding Dress, there may be alterations that need to be made or the dress you would like may need to be ordered so it is better to give yourself plenty of time.
- Decide your best man and bridesmaids.
- Choose outfits for best man, bridesmaids, ushers and any other attendants.
- Buy your wedding rings, these may also need alterations so again allow plenty of time.
- Choose your gift list.
- Order your wedding invitations, envelopes, place cards, menus and seating plan.
- Research florists and discuss flower options.
- Confirm your menu and drinks packages; arrange a menu tasting with Galloping Gourmet.
- Order your Wedding Cake.
- Book transport to Wasing Park and your first night accommodation/airport if necessary.
- For Church Weddings discuss with the vicar your choice of readings for the ceremony.
- For Civil Ceremonies discuss with the Registrar what readings and music is permitted.

my telephone numbers:



planning guide

T 0118 971 3634
WWW.WASING.CO.UK

3–6 months to go

- Choose gifts for your attendants.
- Allow plenty of time to have your passport renewed if you are changing your name.
- Send out your invitations.
- Finalise your order of service.
- Order table favours.

1–3 months to go

- Research and trial hairdressers and make-up artists – it is vital you have a trial run and do not wait until your wedding day to meet and discuss your ideas.
- Hire your hairdresser and make-up artist.
- Buy your accessories such as veil, tiara, lingerie and shoes.
- Have orders of service printed.
- Confirm final number of guests with Galloping Gourmet.
- Check the groom, best man and father of the bride all have their written speeches ready.
- Organise the seating plan.
- Arrange a rehearsal at the Church/venue.
- Have a great time at your stag and hen parties!

1 week to go

- Confirm all reception arrangements.
- Call all suppliers, e.g. photographer, entertainment and confirm times and details.
- Pick up your Wedding Dress or have it delivered.
- Wear in your wedding shoes at home to make sure they are comfortable on the day.
- Pack for the honeymoon/first night.
- Have a final hair and make-up practise.
- Enjoy a spa day and relax!
- Finalise delivery times to the venue – e.g. for florists and cake.

1 day to go

- Have a manicure and pedicure.

the BIG DAY!

- Decorate venue if required.
- Have a wonderful time!

my telephone numbers: