



*The Christian Wedding Planner*



## *My Christian Wedding Planner*



*With This Ring, I Thee Wed...*

## ***My Christian Wedding Planner***

Best wishes on your approaching nuptials! Planning your wedding is one of the most exciting times in your life. There is much to do, and it can be overwhelming; but as we work it out together into individual tasks you will see that you can do it. I hope this wedding planner and my website will help you achieve your dream wedding!

Hi, my name is Lorri Gaines. I am a Christian and have been a Wedding Consultant for several years. I created this Christian wedding website to help brides understand God's teachings on marriage as well as providing resources for planning a Christian wedding. You will find information specifically for planning different styles of weddings including planning an outdoor wedding. There are loads of instructions on wedding ceremonies, receptions, wedding flowers, decorations, photography tips and much more.

This wedding planner is packed with information, worksheets and checklists. Anything you need to know to plan the wedding of your dreams is included in "My Christian Wedding Planner" and this website. If you have any questions, please feel free to contact me. I will be happy to help in any way that I can!

## *My Christian Wedding Planner*

### *Table of Contents*

<b>Content</b>	<b>Page</b>	<b>Content</b>	<b>Page</b>
Premarital Counseling	<b>4</b>	Ceremony Musicians Selections	<b>67</b>
Wedding Budget	<b>5</b>	Tips for Setting Reception Schedule	<b>68</b>
12 Month Wedding Planner Checklist	<b>9</b>	Wedding Reception Itinerary	<b>69</b>
Engagement Announcement Worksheet	<b>14</b>	Wedding Reception Seating	<b>71</b>
Wedding Vendor Contact List	<b>15</b>	Wedding Reception Seating Chart	<b>72</b>
Wedding Party Contact List	<b>18</b>	Caterer Questionnaire	<b>75</b>
Choosing a Bridal Headpiece	<b>19</b>	Caterer Worksheet	<b>76</b>
10 Tips for Great Bridal Hair	<b>20</b>	Wedding Reception Menu	<b>77</b>
7 Tips for Choosing YOUR Wedding Attire	<b>21</b>	Menu Worksheet	<b>79</b>
Wedding Gown Styles and Shapes	<b>22</b>	Wedding Cake Worksheet	<b>80</b>
Bridal Gown Worksheet	<b>26</b>	Wedding Cake Cutting Guide	<b>81</b>
Wedding Party Attire Worksheet	<b>27</b>	Wedding Favors	<b>83</b>
Wedding Gift Registry	<b>30</b>	Wedding Reception Music	<b>83</b>
Guest Lists and Table Seating	<b>31</b>	Wedding Reception Music Selections	<b>84</b>
Wedding Stationary Planner	<b>35</b>	Wedding Rehearsal & Handout	<b>85</b>
Wedding Invitations and Stationary	<b>36</b>	Rehearsal Dinner	<b>87</b>
Wedding Consultant Questionnaire	<b>38</b>	Rehearsal Dinner Worksheet	<b>88</b>
Florist Questionnaire	<b>39</b>	Sit Back and Enjoy the Ride	<b>89</b>
Wedding Day Flower Checklist	<b>40</b>	Limousine Questionnaire	<b>90</b>
Wedding Floral Worksheet	<b>42</b>	Wedding Transportation Worksheet	<b>91</b>
Videographer Questionnaire	<b>50</b>	Maid/Matron of Honor Responsibilities	<b>93</b>
Video Checklist	<b>51</b>	Bridesmaids Responsibilities	<b>94</b>
Photographer Questionnaire	<b>52</b>	Best Man Responsibilities	<b>95</b>
Photography Checklist	<b>54</b>	Usher Responsibilities	<b>96</b>
Wedding Ceremony Program	<b>56</b>	Bridal Emergency Kit	<b>97</b>
Wedding Program Worksheet	<b>57</b>	Responsibility Tracker	<b>98</b>
The Christian Wedding Ceremony	<b>60</b>	Newspaper Announcement Worksheet	<b>101</b>
Sample Ceremony Itinerary	<b>61</b>	Post Wedding Task Worksheet	<b>102</b>
Wedding Ceremony Music	<b>66</b>	Honeymoon Travel Check List	<b>103</b>
Resources for Christian Wedding Songs	<b>66</b>	Honeymoon Packing Check List	<b>104</b>

## *My Christian Wedding Planner*

### *Premarital Counseling*

Discuss this with your pastor or minister. He may require all couples that he marries to attend premarital counseling. He may refuse to marry a couple that he has not counseled. If he requires premarital counseling, you can expect that both of you must attend. Premarital counseling is for the purpose of making the arrangements for your wedding service and for sharing biblical information indispensable for building a mutually pleasing Christian marriage to the honor of Christ's name. During the counseling you will be given practical information to aid you in establishing and preserving your marriage for life. You can anticipate that the non-member will be required to accept and abide by basic Christian principles for marriage, such as eligibility, mutual consent, a lifetime commitment, the self-sacrificial love of the husband and the willing obedience relationship with his or her Savior, Jesus Christ.

Your pastor assumes every couple is honest with him from the time they announce their wedding plans. Your pastor has the right to cancel the wedding service if he finds out that you have not been truthful with him. He trusts that a couple will confess any immorality on their part, which could hinder his conducting their wedding service. If a couple has been living together out of wedlock or if the bride-to-be is pregnant, they should bring this to their pastor's attention immediately. Every sin is forgivable because of the cleansing power of Jesus' blood that He shed on the cross for us all. The pastor is not there to judge, but to share the counsel of God's word and the saving gospel of Jesus Christ. Therefore, don't be afraid to discuss your past sins with your pastor when you meet with him.

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### ***The Wedding Budget***

The Wedding Budgets are broken down into *traditional* expenses of each party. This is just for your information, you can divide wedding expenses anyway that works for all parties involved. I will always include the traditions that have long been a part of planning weddings.

#### **Typical Budget Percentages**

Wedding Reception – 30%\*

Wedding Attire – 20%

Floral/Decorations – 10%

Miscellaneous – 10%

Photography – 8%

Music – 7%

Ceremony – 5%

Stationary – 5%

Gifts/Favors – 3%

Transportation – 2%

\*If alcoholic beverages are a part of your reception, the reception cost percentage will be higher. Most churches don't allow alcoholic beverages to be served on their premises. If you plan to serve alcohol you will probably need to hold your reception at a different venue.

A wedding is an occasion to celebrate. Jesus himself did at the wedding of Cana, performing His first miracle by turning the water into wine for the reception. He does not command abstinence from alcoholic beverages, but He does forbid drunkenness. Drunkenness is a sin. For this reason you would do well to urge your attendants and ushers to keep their celebrating within proper limits.

Do not expect the pastor to tolerate drunkenness in God's house and in a worship service. Anticipate that he will exclude from your service any member of your wedding party who is intoxicated. Trying to control intoxication in others will be a daunting task. You should consider these issues when serving alcohol.

Must Haves

Nice to Have

Like to Have but *can* do without

Must Haves	Nice to Have	Like to Have but <i>can</i> do without

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<i>Bride's Wedding Budget</i>	Budgeted Amount	Actual Cost	Deposit Paid	Amount Due
<b><i>Wedding Attire</i></b>				
Bridal Gown/Veil/Shoes				
Alteration Charges				
Bride's Accessories (gloves, bag, etc.)				
Bride's Trousseau (lingerie, jewelry, etc.)				
Bride's Hair				
Bride's Makeup				
Bridesmaid Gown (attendants expense)				
Flower Girl's Dress (attendants expense)				
Father of the Bride Attire				
Other				
TOTAL ATTIRE				
<b><i>Wedding Parties</i></b>				
Bridesmaid Luncheon				
Wedding Breakfast				
Other				
TOTAL PARTIES				
<b><i>Wedding Stationery</i></b>				
Invitations				
Response Cards				
Thank You Cards				
Ceremony Programs				
Other				
TOTAL STATIONERY				
<b><i>Wedding Ceremony</i></b>				
Site Rental				
Cleaning Service				
Other				
TOTAL CEREMONY				
<b><i>Wedding Flowers</i></b>				
<i>Bridal Bouquet – Traditional Groom's Expense</i>				
<i>Mother's Corsages – Traditional Groom's Expense</i>				
<i>Boutonnieres – Traditional Groom's Expense</i>				
Grandmother's Corsages				
Bridesmaid Bouquets				
Ceremony Arrangements				
Attendants' Corsages				
Flower Girl Basket				
Reception Flowers				
Ferns/Decorations				
Rentals				
Other				
TOTAL FLOWERS & DECORATIONS				

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<b>Wedding Photography</b>				
Engagement Portrait				
Bridal Portrait				
Wedding & Reception Pictures				
Wedding Videography				
Other				
TOTAL PHOTOGRAPHY				
<b>Wedding Music</b>				
Ceremony Musicians				
Ceremony Organist				
Ceremony Sound Man				
Reception DJ/Band				
Other				
TOTAL MUSIC				
<b>Wedding Reception</b>				
Site Rental				
Wedding Cake				
Caterer/Food/Beverage				
Linens/Printed Napkins				
Rice Bags/Bubbles/Bells				
Disposable Cameras				
TOTAL RECEPTION				
<b>Gifts and Favors</b>				
Bridesmaid Gifts				
Flower Girl Gift				
Wedding Favors				
TOTAL GIFTS & FAVORS				
<b>Miscellaneous Expenses</b>				
Groom's Wedding Ring				
Wedding Gift for Groom				
Bridal Book				
Photo Album				
Guest Book/Pen/Candle				
Ring Pillow				
Bridal Emergency Kit				
Gratuities and Taxes				
Other				
TOTAL MISC. EXPENSES				
<b>Wedding Transportation</b>				
Limousine to Ceremony				
Limousine to Reception				
Other				
TOTAL TRANSPORTATION				
<b>Accommodations for out-of-town Guests</b>				
<b>WEDDING TOTAL</b>				



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### **12 MONTH WEDDING PLANNER CHECKLIST**

#### **12 MONTHS OR MORE BEFORE THE WEDDING**

- Announce your intention to marry to BOTH sets of parents. Arrange to have them meet if they haven't already.
- Determine type (classic formal, formal, semi-formal or informal), style and theme of the wedding.
- Make a list of what is important to you for your wedding; this will help you determine your budget.
- Sit down with your fiancé and ALL parents and discuss the wedding budget, and who will pay for what.
- Get or make a wedding organizer (a 3 ring binder with pockets works great). Use it to store all your information, this planner, contracts, ideas, photos, etc.
- Speak with your clergy/officiate and review synagogue/church requirements.
- Come up with 2 or 3 possible wedding dates and start looking for ceremony and reception venues. If a venue you like is available on one of your chosen dates, book it immediately; many venues will often be booked up to 2 years in advance, so have several choices in mind beforehand in case they are already booked.
- If you are using one, start looking for and book a wedding consultant

#### **9 TO 11 MONTHS BEFORE THE WEDDING**

Start looking for and interviewing all the remaining vendors:

- Photographer
- Videographer
- Caterer
- Officiate
- Florist
  
- If any vendor you like is available on your date and is within your budget, book them IMMEDIATELY! Like reception and ceremony venues, many of these vendors can be booked up to a year in advance.
- Together with your parents, begin compiling your preliminary guest list. You can always narrow down this list to fit within your size requirements and budget limitations at a later date.
- Start getting ideas by looking through bridal magazines, going to Bridal Fairs and doing research on the internet.

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- Finalize your wedding colors, theme and style.
- Select your attendants (bridesmaids, groomsmen, ushers, flower girl and ring bear) and ask them to honor you by being in your wedding. Make sure they are aware of what their "duties" are.
- Choose and purchase your wedding rings.
- Begin looking at honeymoon options. Discuss where you both would like to go, and if needed visit a travel agent.
- Start looking for a wedding gown, veil, accessories and your attendants' attire.

### **6 TO 8 MONTHS BEFORE THE WEDDING**

- Start planning ceremony and reception music choices.
- If you haven't already, finalize and purchase your wedding gown, veil, and accessories.
- If you are having a prenuptial agreement, take care of that now.
- Finalize attire for attendants.
- Start pre-marriage counseling.
- Start looking at invitations.
- Sign up for your gift registry.
- Send save-the-date cards/newsletter.

### **4 TO 5 MONTHS BEFORE THE WEDDING**

- Work with your florist and finalize your arrangements.
- Place wedding announcement in local newspaper.
- Order wedding stationary (invitations, envelopes, programs, etc.)
- Start shopping for bridal party tuxedos.
- Book limo/transportation.
- Start planning the wedding decorations.
- Arrange accommodations for out of town guests (book blocks of hotel rooms).
- Select wedding cake (and Groom's cake if you are having one).
- Start making arrangement for rehearsal and rehearsal dinner.
- Book calligrapher.
- Decide on wedding favors.
- If you decided not to use a Wedding Coordinator, consider asking a close friend not in the wedding party to be your Wedding Coordinator/Personal Assistant.

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### **3 MONTHS BEFORE THE WEDDING**

- Order your wedding cake and groom's cake.
- Meet with your officiate to discuss details of the ceremony.
- Finalize the guest list.
- Reconfirm the rehearsal dinner plans.
- Buy the cake knife, guest book, toasting glasses and garter.
- Choose gifts for your attendants, parents, helpers.
- Have the male members of the wedding party, including fathers, fitted for tuxedos.
- Reconfirm honeymoon arrangements.
- Start writing your wedding vows, if you are doing them yourself.
- Start addressing the invitations (or drop them off with calligrapher).

### **2 MONTHS BEFORE THE WEDDING**

- Send out invitations.
- Schedule a hair and makeup consultation to do a trial run.
- Start making/buying wedding favors.
- Obtain marriage license.
- Schedule your first wedding dress fitting.
- Write thank you notes for any gifts that may start arriving.
- If you are having one, begin putting together your ceremony program.
- Meet with vendors (caterer, florists, etc.) to finalize arrangements.
- If you are changing your name, complete the proper documents.
- Finalize music selections for the ceremony and reception and turn them in to the DJ/Band/etc.
- Have formal wedding portrait taken.
- Meet with your officiate to finalize ceremony details.
- Reserve a room for wedding your night.

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### **1 MONTH BEFORE THE WEDDING**

- Confirm your honeymoon reservations.
- Meet with photographer and/or videographer to discuss last minute details.
- Start working on the reception seating chart.
- Have final wedding gown fitting.
- Arrange for a reception babysitter, if needed.
- Finish (and print) the wedding program.
- Finalize wedding vows.
- Confirm all final payment amounts with your vendors as well as date, time, etc.
- Pick up marriage license.

### **2 WEEKS BEFORE THE WEDDING**

- Finalize reception seating chart
- Confirm delivery time and locations with florist.
- Contact any guests who did not respond to the invitation.

### **1 WEEK BEFORE THE WEDDING**

- Pick up wedding gown, attendants' gowns and all accessories.
- Give final guest count to reception venue/caterer.
- Reconfirm everything with vendors one last time.
- Make sure men get their final fitting for their tuxedos.

## *My Christian Wedding Planner*

### **1 DAY BEFORE THE WEDDING**

- Attend rehearsal.
- Attend rehearsal dinner. Give attendants their gifts.
- Have a manicure and/or a pedicure.
- Put together the tip envelopes (for the vendors) and give them to the designated "tip person" (generally the best man).
- Confirm wedding day transportation.
- Reconfirm hair and makeup appointments.
- If you have access to the ceremony and/or reception venues, bring everything over there that you may need {decorations, guest book, etc}.
- Layout everything you need for the next day in a safe place (marriage license, dress, shoes, etc.).
- Speak with everyone in the wedding party and make sure everyone knows where to be at what time.
- Try to go to bed early and get some sleep.

### **YOUR WEDDING DAY**

- Eat breakfast, even if you think you aren't hungry.
- Share a private moment with your fiancé.
- Have your hair and makeup done.
- Give the best man the groom's ring.
- Begin dressing two hours before ceremony is scheduled to begin.
- Spend a quiet moment looking at yourself in the mirror before you walk down the aisle.

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### *Newspaper Engagement Announcement Worksheet*

You're engaged and now you want to tell everyone! I'm sure you will be texting and calling your closest friends, probably even announce it on your favorite blog or tweet it. You can send Engagement Announcements to out of town friends and relatives by mail. Your parents will still appreciate the newspaper announcement and it will be something to add to your scrapbook.

#### Step 1: Gather Information

Basic Information	Comments
Bride's Full Name	
Groom's Full Name	
Mother of Bride	
Father of Bride	
Mother of Groom	
Father of Groom	
Bride's Hometown	
Groom's Hometown	
Bride's Schools attended and graduation dates	
Groom's Schools attended and graduation dates	
Bride's Occupation and Place of Employment	
Groom's Occupation and Place of Employment	
Maid/Matron of Honor	
Best Man	
Bridesmaids	
Groomsmen	
Ushers	
Flower Girl	
Ring Bearer	
Wedding Date or Month Planned	

Step 2: Submit the announcement. You could write the announcement yourself or ask the newspaper staff to use your information and write the announcement for you.

Step 3: Check the announcement.

- Check for typos.
- Check all names and information for correct spelling.
- Make sure it contains all pertinent information.
- Have a friend read over the announcement.

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## *My Christian Wedding Planner*

### *Wedding Vendor Contact List*

<b>Vendor</b>	<b>Vendor</b>
Contact Name	Contact Name
Telephone Number	Telephone Number
Fax Number	Fax Number
Cell Phone	Cell Phone
Pager	Pager
Email address	Email address
Website	Website
Address	Address
<b>Vendor</b>	<b>Vendor</b>
Contact Name	Contact Name
Telephone Number	Telephone Number
Fax Number	Fax Number
Cell Phone	Cell Phone
Pager	Pager
Email address	Email address
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## *My Christian Wedding Planner*

### *Choosing a Bridal Head Piece*

#### **Where Do I Start?**

When selecting a tiara, bridal comb, headband, or hair pins, make sure the following is in place:

- Your wedding gown is selected
- You have a general idea on how you want to wear your hair

#### **What Style is Best For Me?**

##### ***Tiara***

Tiaras offer the most dramatic look. They are a gorgeous accent to any style gown, from simple and contemporary to ball gown traditional. Tiaras can be worn with or without a veil and are usually accented with Austrian crystals, rhinestones, Swarovski crystals, AB crystals, fresh water pearls, and faux pearls (see below). Tiaras compliment up-does as well as all longer and shorter hairstyles.

The wrong shape tiara can make your face look too long and thin or too short and full. A tiara should draw attention to your face by framing it, not draw attention away from it. Here is a guide:

##### **Round/Full face:**

To make your face appear longer, choose a tiara with some height or one that has a peak.

##### **Long face:**

Choose headbands or tiaras with little or no height that extend over your head from one side to the other at an even height.

##### **Oval face:**

Avoid pieces with a peak at the top, which will make your face appear longer. Choose a headband, side hair comb or hair pins.

##### ***Headband***

Headbands are a very functional option. For brides who want to wear their hair down, a headband can be used to keep her hair away from her face. It also can be worn to accent upswept hairstyles and looks fantastic with shorter hairstyles.

- **Double or Triple Headband:** Double Headbands are the most versatile of all. They can be worn flat on the head as a headband, tilted forward in tiara style, or wrapped around a bun (depending on the style).

##### ***Bridal Comb***

A comb is a simple piece that can be worn with almost any hairstyle. It has a tiara look, but smaller. Depending on the style, it can sometimes provide for a less formal look, and can be worn on different parts of the head.

##### ***Hair Pins***

Hair pins are also very versatile. They are a great option for any hairstyle, whether formal or tussled, up or down. They have become very popular for the beach bride!

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### *10 Tips for Great Bridal Hair*

**Following these top ten tips for perfect “I do” hairdos.**

1. Six months before the wedding, have a major consultation with your stylist of choice. Bring along the headpiece and a picture of the dress if possible. The more the stylist knows about the mood of the wedding, the better he or she can create the perfect hairstyle.
2. Do not use the portrait session as the “dress rehearsal.” There should actually be a “test run” for the portrait.
3. During the “test run,” walk around with the hairstyle you plan to wear to determine its comfort level. A good rule is: the simpler, the better, since pins can hurt, and intricate styles are often delicate.
4. Consider the time of day and type of wedding when choosing a style. Loose styles are appropriate for informal or daytime weddings, while up-dos portray a formal, evening look.
5. Remember that some hairstyles can add inches to a bride’s height, and shorter brides may want to use this to their advantage.
6. Do not have any chemical treatments the day of the wedding. That is not the time for surprises!
7. Hair color looks its best its first two weeks, so have hair colored a week to two weeks before the wedding.
8. If a permanent wave is necessary, have it done a month prior to the wedding.
9. Hair that is too fine and over-conditioned does not style well, so deep conditioning treatments should not be used within four days of the wedding. For best styling results, shampoo hair lightly the day before the wedding and, if possible, do not wash hair the day of the wedding.
10. Stylists and makeup artists do their best work in their own environments with their own tools, so have your wedding party meet at the salon a couple of hours before they need to be at the ceremony for pictures. This increases efficiency, (and usually costs less!)

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### *7 Tips for Choosing YOUR Wedding Attire*

A wedding is a celebration of a momentous achievement. This is the time when couples adorn themselves in their wedding attire to be proclaimed as husband and wife. Everything about it is so romantic that friends and families come to witness the highlights of the celebration.

The bride is beautiful in the finest gown that fits her perfectly! Her maid of honor and bridesmaids look so feminine and pretty in their dresses. The groom is transformed into prince charming in his wedding suit. The best man is *almost* as good looking as the groom! Together they make a perfect image for the camera!

The bride and groom are always the center of attention no matter how stunning the rest of their entourage. How do they do that? They use these tips on selecting their wedding attire in order to accentuate themselves, as well as the rest of the wedding party.

1. Choose a wedding gown that makes you look and feel elegantly beautiful as well as comfortable. You should be able to breathe easily in your gown. Your gown can be as simple or as elaborate as you like. Wedding gowns are typically white but can be any color and can have bead work or crystals depending on your preference.
2. The groom's suit should be fitting for his build. It should not be too tight nor make him appear bulky. You can choose styles that bring out his masculinity. The groom should look as stunning as the bride.
3. The gown of the maid of honor may be different in some way from those of the bridesmaids. Usually the color of the dresses is based on the motif of the wedding. Bridesmaids may have uniform gowns or wear different styles that are similar.
4. Choosing a wedding suit for the best man can be done in the same manner as choosing for the groom. It should fit him well, look good on him and he should be comfortable with it. Use uniform materials to have unity of designs.
5. Choose fabric design and colors that reflect the motif and theme of the wedding. If you have problems with the designs, take time to check out bridal and tuxedo magazines. If you hired a designer, then you can use her concepts and incorporate your personal ideas with her designs.
6. For the ladies: find appropriately similar or matching shoes, style hair and wear makeup that complements the dress. For the men: keep hair neat and wear clean shoes and appropriate color socks. Everyone should be all set for the wedding pictures and video.
7. Dressing up is the highlight of the wedding celebration. The bride and groom should stand out among their wedding party and the attendants should reflect the wedding motif. Now you are all set, so relax and enjoy your magnificent wedding!

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### *Wedding Gown Styles and Shapes*

Below are the basic styles and shapes of wedding gowns and body types they work and don't work with:

#### *Types of Wedding Gowns:*

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##### **Ball Gown / Full Skirt**



Ball gown type dresses are recommended for full, pear shaped, and thin figures. This style may also be considered for petite, inverted pear or hour glass figures.

\*This style is not recommended for undefined waistlines.

##### **Empire Waist**

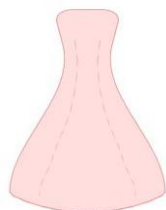


Empire waist gowns are recommended for petite or undefined waistlines. They may also be considered for the inverted pear figure.

\*This style is not recommended for hour glass figures.

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##### **A-Line / Princess**



A-line gowns are recommended for most body types except for the undefined waistline.

\*While neither the A-line nor Princess has a defined waistline, the Princess style does have noticeable vertical panels.

##### **Sheath/Column**



Sheath style gowns are recommended for the thin figure or petite frame. They may also be considered for the hour glass figure.

\*This style is not recommended for undefined or short waists, full figures, or pear shapes.

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##### **Mermaid**



Mermaid style gowns are recommended for hour glass figures and small to medium pear shapes.

\*This style is not recommended for petite, undefined or short waists, or inverted pear shapes.

## My Christian Wedding Planner

### Types of Necklines:

Jewel	Scoop	Square	V-Neck
			
Suggested for women with a smaller bust line. *Should be avoided by women with larger bust line.	Works with most figures.	Works with most figures.	Suggested for women with a medium sized bust line. *Should be avoided by women with larger or smaller than average size bust line.
Bateau	Sabrina	Spaghetti Straps	Queen Anne
			
Suggested for women with a smaller bust line. *Should be avoided by women with larger bust line.	Suggested for women with a smaller bust line. *Should be avoided by women with larger bust line.	Suggested for women with small to average sized bust. *Should be avoided by full figured women or narrow shoulders.	Works with most figures.
Off the Shoulder	Portrait	Sweetheart	Strapless
			
Suggested for women with an hourglass or a pear shaped figure. *Should be avoided by women with thin figures, fuller arms or broad shoulders.	Suggested for women who have short waists or fuller arms. *Should be avoided by women with undefined collarbones or broad shoulders.	Suggested for women with an hourglass figure or women with larger bust line.	Suggested for women who are full figured, petite, or have an hourglass figure. *Should be avoided by women with smaller bust line.

## My Christian Wedding Planner

**High**



Suggested for women who are petite or want a dress that has a lengthening effect.  
 \*Should be avoided by women who are taller, have pear shaped figures, or narrow shoulders.

**Halter**



Suggested for women with short waists or broad shoulders.  
 \*Should be avoided by women with thin figures or narrow shoulders.

### Types of Waistlines:

**Natural**



Works with most body types. Suggested for women who are petite.

**Drop**



Suggested for women with an hourglass figure, larger breasts, or have a slim figure.  
 \*Should be avoided by women with a boxy figure.

**Basque**



Suggested for women who want a bodice that has a slenderizing effect.  
 \*Should be avoided by women who are petite or have an undefined waist.

**Empire**



Suggested for women with an undefined waist, have larger hips, or are shorter.  
 \*Should be avoided by women with an hourglass figure.

## *My Christian Wedding Planner*

### *Types of Sleeves:*

There are many different types of sleeve types. Below is a list on the most popular:

- - **Sleeveless:** No sleeves.
- - **Cap:** Just covering the shoulders.
- - **Short sleeve:** Falls between shoulder & elbow like a t-shirt.
- - **3/4 sleeve:** Falls between elbow & wrist.
- - **Fitted:** Fitted long sleeve.
- - **Fitted Point:** Fitted long sleeve coming to a point over the hand.
- - **Pouf:** Short, full, gathered sleeve. May be on or off the shoulder.
- - **Juliet:** Long sleeve with puffy shoulders.
- - **Bell:** Long sleeve, narrow on top and flared towards the wrist.
- - **Poet:** Long sleeve, fitted from shoulder to elbow then flared.

### *Types of Trains:*

- - **Sweep:** 8" to 12"
- - **Court:** about 3 feet from the waist.
- - **Chapel:** approx. 4 feet from the waist.
- - **Cathedral:** approx 6 to 9 feet from the waist.
- - **Royal:** 3 or more yards from the waist.

### *Types of Veils:*

- - **Birdcage:** Falls just below the chin & usually attached to a hat.
- - **Flyaway:** Ends at the shoulder.
- - **Blusher:** Worn over your face and is approx. 28" long.
- - **Elbow Length:** Ends at the elbow or waist.
- - **Fingertip:** Ends at the finger tips or just below the waist.
- - **Ballet** Ends at the ankles.
- - **Chapel:** Extends to the floor.
- - **Cathedral:** 9+ feet.

## *My Christian Wedding Planner*

### *Wedding Gown Worksheet*

**Name of Bridal Shop:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **St:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Contact Person:** \_\_\_\_\_

**My Wedding Gown:** Designer/Manufacture \_\_\_\_\_

Description/Style \_\_\_\_\_

Color \_\_\_\_\_ Fabric \_\_\_\_\_ Train Length \_\_\_\_\_

Gown Cost \_\_\_\_\_ Deposit \_\_\_\_\_ Balance Due \_\_\_\_\_ Terms \_\_\_\_\_

Date Ordered \_\_\_\_\_ Expected Arrival Date \_\_\_\_\_

**My Bridal Veil/Headpiece:** Designer/Manufacture \_\_\_\_\_

Color \_\_\_\_\_ Style \_\_\_\_\_ Length \_\_\_\_\_

Veil/Headpiece Cost \_\_\_\_\_ Deposit \_\_\_\_\_ Balance Due \_\_\_\_\_ Terms \_\_\_\_\_

Date Ordered \_\_\_\_\_ Expected Arrival Date \_\_\_\_\_

#### **My Accessories:**

Crinoline Slip \_\_\_\_\_ Bra/Foundation \_\_\_\_\_ Garter \_\_\_\_\_

Shoes \_\_\_\_\_ Specialty Nylons \_\_\_\_\_ Gloves \_\_\_\_\_

Necklace \_\_\_\_\_ Earrings \_\_\_\_\_ Bag \_\_\_\_\_

**Alterations:** Name of Seamstress \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Fitting Dates and Time 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_ Final Fitting \_\_\_\_\_

Needed Alterations \_\_\_\_\_

Alteration Charges \_\_\_\_\_ Pick up Date \_\_\_\_\_

## *My Christian Wedding Planner*

### **Wedding Party Attire Worksheet**

**Notes and Ideas** – notes on overall theme and style: \_\_\_\_\_

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My wedding theme is: \_\_\_\_\_

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How do I envision my bridal party: \_\_\_\_\_

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Color scheme: \_\_\_\_\_

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Trends/styles I like: \_\_\_\_\_

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Trends/styles I do not like: \_\_\_\_\_

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Bridesmaids – designs I like: \_\_\_\_\_

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Groomsmen – designs I like: \_\_\_\_\_

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## *My Christian Wedding Planner*

### Prospective Wedding Party Attire

<b>Shop 1</b>				
Company name			Address	
Contact name			Telephone	
Designers they carry			Email	
Appointment date and time			Web site	
Notes				
<b>Dresses/Tuxes considered - Shop 1</b>				
	Designer	Description	Size	Cost
1				
2				
3				

<b>Shop 2</b>				
Company name			Address	
Contact name			Telephone	
Designers they carry			Email	
Appointment date and time			Web site	
Notes				
<b>Dresses/Tuxes considered - Shop 2</b>				
	Designer	Description	Size	Cost
1				
2				
3				

<b>Shop 3</b>				
Company name			Address	
Contact name			Telephone	
Designers they carry			Email	
Appointment date and time			Web site	
Notes				
<b>Dresses/Tuxes considered - Shop 3</b>				
	Designer	Description	Size	Cost
1				
2				
3				

## *My Christian Wedding Planner*

### Female Attendants – attach photo of final selection for your records

Wedding party attire-final selection						
company name			telephone			
contact name			email			
address			web site			
Notes						
name	size	cost	date ordered	deposit	balance	pick-up date
		\$		\$	\$	
		\$		\$	\$	
		\$		\$	\$	
Accessories						
	name/description		designer		cost	
1						
2						
3						
4						
5						

### Male Attendants – attach photo of final selection for your records

Wedding party attire-final selection						
company name			telephone			
contact name			email			
address			web site			
Notes						
name	size	cost	date ordered	deposit	balance	pick-up date
		\$		\$	\$	
		\$		\$	\$	
		\$		\$	\$	
Accessories						
	name/description		designer		cost	
1						
2						
3						
4						
5						

## ***My Christian Wedding Planner***

### ***Wedding Gift Registry***

A wedding gift registry is the perfect way to tell your wedding guests what you need and want. This way, you won't receive presents you'll never use, and wedding guests will not have to guess and stress over trying to find the right present.

Starting a wedding registry is really simple. The first thing you need to do is to find a store to host your wedding registry. Local businesses in your town are fine for local guests, but for out of town guests, you could register online. It's a good idea to open more than one wedding registries with one being at a store with lower-cost items like Target or Wal-Mart.

The popular items to place on your wedding registry are kitchen items. Toasters, microwaves, even forks and spoons are good items to have added to your wedding registry. You can also add household items like lamps or rugs and blankets. Whenever your wedding guests purchase an item off of your list, the item is removed so no two people will purchase the same item.

Most of the items on your wedding registry should be low-cost items. This way, everyone who's attending your party should be able to afford at least one item. Some of your other guests can buy two or even three items off your list, depending on how much they can spend.

Having a wedding registry filled with items gives your invited wedding guests a wide selection to make their gift-buying experience as easy as possible. The items on your wedding registry that weren't purchased can be used as your shopping list.

***Print more copies as needed of Guest List and Table Seating (below)***







## *My Christian Wedding Planner*

### *Wedding Stationary Planner*

Types of Stationary	Choice 1		Choice 2	
	Design Number _____		Design Number _____	
	Ink Color Choice _____		Ink Color Choice _____	
Wedding Invitations	Description	Cost	Description	Cost
Number				
Printed Envelopes				
Envelope Liners				
Calligraphy				
Response Cards				
Printed Envelopes				
Save the Date Cards				
Number				
Printed Envelopes				
Thank-you Notes				
Number				
Programs				
Covers				
Number				
At-Home Cards				
Number				
Printed Envelopes				
Miscellaneous				
Napkins				
Matchbooks				
Seating Place Cards				
Other				
<b>Total</b>				

Order Date:	Deposit:	Pick-up Date:	Balance Due:
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**Notes:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## *My Christian Wedding Planner*

### ***Wedding Invitations and Stationery***

Your invitations reflect the tone of your wedding, whether it is black tie or casual. More and more couples are veering from standard invitations and choosing papers in unusual sizes and color, incorporating interesting textures and using graphics, motifs and monograms. Many couples are also doing away with the traditional unsealed inner envelope, which not only reduces costs, but also reduces waste.

Another option is to purchase materials to create your own invitations. Thanks to the popularity of scrapbooking and paper stores, it's never been easier to create unique and memorable wedding invitations. Do you have a favorite color, song, vacation destination or hobby as a couple? Don't be afraid to incorporate it into your invitations.

But maybe traditional IS your style. Make it more affordable by printing your own! Purchase blank cards and matching envelopes (which are available at scrapbooking and hobby stores and mass retailers nationwide). Make some "test" invitations on plain paper, playing with font size and type, then print the real invitations.

No matter what kind of invitation you choose, be sure to mail them 8-10 weeks prior to your wedding so your guests have time to plan.

#### **Save the Date Cards**

These are great for letting people know to "save the date" well in advance, especially if you are concerned that your friends are so busy that they may have other plans. You want to be sure to get their attention and their calendars marked for your day. You can use anything from inexpensive cards to creative ideas such as magnets. Send these up to a year in advance.

#### **Response Cards**

Response cards are usually sent with your invitations and include a self-addressed stamped envelope. These are used to help determine how many people will be attending and usually include menu options for your guests to choose from. But I'm going to tell you a secret: you can create your own reply cards. Just purchase small cards with matching envelopes, print them yourself and then insert them into the invitations when you are addressing them. Best of all, you can do this whether you're making your own invitations or having them professionally printed.

#### **Reception Cards**

Reception cards are included inside wedding invitations to let guests know when and where the post-wedding festivities will begin. Traditionally, this is a small card that asks guests to join the newlyweds and their families for a celebratory reception, and gives the date, place, and time. But remember the "Response Cards" secret I revealed above? It works here, too! Print them yourself or even (gasp) print the reception information inside the invitation itself. It will give your guests one less thing to keep track of and save you lots of money.

## *My Christian Wedding Planner*

### **Direction Cards**

The reason for direction cards is obvious. These are good, especially if you have several invited guests from out of town or are planning a destination wedding. If you are planning a small intimate wedding, and everyone knows where to go you could omit this item and save money.

### **And even more...**

Believe it or not, there are still other paper-related items to think about.

### **Wedding Programs**

Sure, wedding programs provide useful information and make charming mementos, but there's no need to break the bank. While some couples choose to do a booklet type program, budget-minded couples are using simple card stock with a vellum overlay, tied together with a ribbon that matches your color scheme. Others are simply printing them at home (or a friend's home) on unique paper that plays up the wedding colors or motif. Decorated fans with your program printed on them make a multi-purpose item for your warm weather wedding.

### **Menu Cards**

The idea behind menu cards is that no one likes to sit down to a meal when they have no idea what they're about to be served. However, this can easily be combined with the Reply Card. If the meal is buffet-style, menu cards are not really necessary, since there is usually something to please everyone.

If you do feel that menu cards are necessary, it's simple to print them yourself, just pick up some good card stock. If there's a good story behind why you chose a certain dish (you're serving New York Style cheesecake because you met in New York or hot dogs because you met at a ball game), including this story adds a unique element to your menu cards.

One thing that may be very helpful to all involved is to create a drink card or two. If you're limiting the open bar to a certain amount or type of drink, a drink card is the perfect place to spell that out. Just get an easel or frame so the card can be posted at the bar. This works with both non alcohol and alcoholic beverages.

### **Thank You Cards**

Thank You cards are a must for the bride. A personal thank you note is the only appropriate way to say "Thank You!" At one time, notes were not considered necessary when you thanked someone in person. Today, a personal thank you note is the only way to make sure sincere appreciation is expressed.

## *My Christian Wedding Planner*

### ***Wedding Consultant Questionnaire***

- What are your different wedding packages? \_\_\_\_\_
- What time do you start on the wedding day? \_\_\_\_\_
- How late do you work during the wedding day? \_\_\_\_\_
- What is the overtime cost per hour? \_\_\_\_\_
- Is there a minimum time requirement? \_\_\_\_\_
- Are there extra charges if there is an assistant? \_\_\_\_\_
- How many wedding have you done? \_\_\_\_\_
- Are you personally going to be present on my wedding day? \_\_\_\_\_
- How large or small of a wedding have you ever worked on? (Number of Guests) \_\_\_\_\_
- Are you familiar with different cultural practice for wedding ceremonies? (Chinese Banquet Style Pictures) (Tea Ceremonies) \_\_\_\_\_
- Are there extra charges for travel? \_\_\_\_\_
- Can I see pictures of previous weddings? \_\_\_\_\_
- Accreditation or member of Associate of Wedding Professionals? \_\_\_\_\_
- What will be your primary responsibilities? \_\_\_\_\_

- Do they have any affiliations (or receiving any commissions) with places they recommend - there's nothing wrong with this as long as it is disclosed to you and that you're still getting the best value for your contract. \_\_\_\_\_
- What is your fee structure? Percentage of wedding cost? By the hour? Flat fee? \_\_\_\_\_
- Are you a full service consultant? (e.g. shop for gowns to final details of the wedding day) \_\_\_\_\_
- Can you give me references from previous clients? \_\_\_\_\_

Note: It's really important to verify with previous clients, see client questionnaire for guide below.

### ***Questions for previous Clients/References***

- Is the coordinator Flexible? (Adapts to change in plans easily) \_\_\_\_\_
- Did the coordinator show Professionalism? (Handle stress/crisis well) \_\_\_\_\_
- Was the coordinator helpful? (Have great ideas, save them money) \_\_\_\_\_
- Is the coordinator Reliable? (On time, fulfill promises, full-fill obligations) \_\_\_\_\_
- What was the best quality of this coordinator? \_\_\_\_\_
- The worst quality? \_\_\_\_\_
- Would you recommend the coordinator to friends? \_\_\_\_\_

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## *My Christian Wedding Planner*

### *Florist Questionnaire*

Are there different types of wedding packages? \_\_\_\_\_

What time do you start? \_\_\_\_\_

How late do you work during the wedding day? \_\_\_\_\_

Are there extra charges if there is an assistant? \_\_\_\_\_

How many weddings have you done? \_\_\_\_\_

How large of a wedding have you ever work on? (Number of Guest) \_\_\_\_\_

Can you give me references from previous clients? \_\_\_\_\_

Can I see pictures of your work? \_\_\_\_\_

Can you itemize the cost of the flowers & services? \_\_\_\_\_

What is the deposit requirement? \_\_\_\_\_ When is the final payment due? \_\_\_\_\_

For centerpieces - can the flower holders be returned for credit? \_\_\_\_\_

What types of flowers are in seasons around my wedding date? \_\_\_\_\_

\_\_\_\_\_

Is delivery included in the package? \_\_\_\_\_

What time do the flowers get delivered to the ceremony place? \_\_\_\_\_ Reception? \_\_\_\_\_  
Brides House? \_\_\_\_\_

Will you set up the flowers at the ceremony? (Altar display, pews) \_\_\_\_\_

At the reception? (Head table, cake display table, entrance) \_\_\_\_\_

Can you preserve my bouquet after the wedding? \_\_\_\_\_

Is the tossing bouquet included in the wedding package? \_\_\_\_\_

What is the cost to have the cake decorated with flowers? \_\_\_\_\_

What is the cost to have the bride and groom chairs decorated with flowers? \_\_\_\_\_

Specify wedding colors to the florist. \_\_\_\_\_

Specify flowers that you like and don't like. \_\_\_\_\_

\_\_\_\_\_

What is the cost for flowers to be delivered to my out-of-town guest at their hotels? \_\_\_\_\_

Are the petals for the flower girl basket included? \_\_\_\_\_ If not what is the cost? \_\_\_\_\_

What is the deposit for any rented equipment or display? \_\_\_\_\_

What is the return date for the rented equipment or containers? \_\_\_\_\_

## *My Christian Wedding Planner*

### *Wedding Day Flowers Checklist*

<b><i>BRIDAL PARTY</i></b>	<b><i>QUANTITY NEEDED</i></b>
Brides Bouquet	
Throw-away Bouquet	
Maid/Matron of Honor Bouquet	
Bridesmaids Bouquets	
Flower Girl (flowers as applicable)	
Other	
<b><i>CORSAGES</i></b>	<b><i>QUANTITY NEEDED</i></b>
Bride's Mother/Step-Mother	
Groom's Mother/Step-Mother	
Bride's Grandmother(s)	
Groom's Grandmother(s)	
Godmother(s)	
Reception Server(s)	
Guest Book Attendant (if female)	
Candle Lighters (if female)	
Readers (if female)	
Soloists (if female)	
Other females you wish to honor	
<b><i>BOUTONNIERES</i></b>	<b><i>QUANTITY NEEDED</i></b>
Grooms Boutonniere	
Best Man Boutonniere	
Groomsmen Boutonnieres	
Ushers Boutonniere	
Ring Bearer Boutonniere (if applicable)	
Bride's Father/Step-Father	
Groom's Father/Step-Father	
Bride's Grandfather(s)	
Groom's Grandfather(s)	
Godfather(s)	
Minister/Officiate	
Candle Lighters (if male)	
Readers (if male)	
Soloists (if male)	
Other males you wish to honor	



## *My Christian Wedding Planner*

### **Wedding Day Floral Worksheet**

Name of Flower Shop: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ St. \_\_\_\_\_

Phone: \_\_\_\_\_ Contact Person: \_\_\_\_\_

#### **Delivery Time:**

- Flowers will be delivered? \_\_\_\_\_
- Flowers will be picked up? \_\_\_\_\_
- Church \_\_\_\_\_
- Reception \_\_\_\_\_

Person responsible to open Reception Hall for delivery \_\_\_\_\_

#### **My Wedding Flowers:**

*My Bridal Bouquet:* \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

\_\_\_\_\_

*My Wedding Headpiece:* \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

\_\_\_\_\_

*My Toss-away Bouquet:* \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

\_\_\_\_\_

## ***My Christian Wedding Planner***

*My Going-Away Corsage:*

Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

---

### **My Maid/Matron of Honor**

*Maid/Matron of Honor Bouquet:*

Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

---

*Maid/Matron of Honor Headpiece:*

Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

---

### **My Bridesmaids**

*Bridesmaid Bouquets:*

Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

---

*Bridesmaid Headpieces:*

Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

---

## *My Christian Wedding Planner*

### **My Junior Bridesmaids**

*Jr. Bridesmaid Bouquets:* Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_  
 \_\_\_\_\_

*Jr. Bridesmaid Headpieces:* Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_  
 \_\_\_\_\_

### **My Flower Girl(s)**

*Flower Girl Basket:* Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_  
 \_\_\_\_\_

*Flower Girl Headpiece:* Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_  
 \_\_\_\_\_

### **My Groom and His Attendants**

*Groom's Boutonniere:* Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (flower, color) \_\_\_\_\_  
 \_\_\_\_\_



## *My Christian Wedding Planner*

### **Our Honored Guests**

*Bride's Mother Corsage:*

Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

---

*Groom's Mother Corsage:*

Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (style, flowers, colors, ribbons) \_\_\_\_\_

---

*Father's Boutonnieres:*

Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (flower, color) \_\_\_\_\_

---

*Grandmother's Corsages:*

Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (flower, color) \_\_\_\_\_

---

*Grandfather's Boutonnieres:*

Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

- Fresh
- Silk
- Dried

Description (flower, color) \_\_\_\_\_

---



## *My Christian Wedding Planner*

### **Our Ceremony Flowers**

Altar Arrangement(s) Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

Description (style, flowers, color, ribbons) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Candelabra Arrangement(s) Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

Description (style, flowers, color, ribbons) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Pew Arrangement(s) Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

Description (style, flowers, color, ribbons) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### **Our Reception Flowers**

Wedding Cake Flowers Cost \_\_\_\_\_

Description (flowers, color, ribbons) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Cake Table Arrangement(s) Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

Description (flowers, color, ribbons) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Bride's Table Arrangement(s) Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

Description (flowers, color, ribbons) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Buffet Table Arrangement(s) Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

Description (flowers, color, ribbons) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Guest Table Arrangement(s) Number Ordered \_\_\_\_\_ Cost \_\_\_\_\_

Description (flowers, color, ribbons) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



## *My Christian Wedding Planner*

### *How to Choose Your Wedding Photographer and Videographer*

Your pictures and videos will serve as a reminder of the happiness and joy of your wedding day. You need to find someone who will create masterpieces of your photos and videos. Take your time in finding someone, but do it early—if you live in a smaller town, these professionals can book up early.

You may already have a photographer and a videographer in mind from seeing photos and videos of your friends' weddings. That's great. You are ahead of the game. Now just interview them and sign the contract to book them for your wedding day.

If you don't have any idea who you want as a photographer or a videographer, make a list from the phone book, go to their stores and see their work. Decide who you want to hire by interviewing them and sign the contract to book them for your wedding day.

### *Videographer Questionnaire*

- \_\_\_ What are the different wedding packages available?
- \_\_\_ Ask to preview their previous work.
- \_\_\_ How long have you been in business?
- \_\_\_ Will you use panning, zooming and close-ups?
- \_\_\_ What type of equipment do you use?
- \_\_\_ Are you personally going to shoot the video during our wedding?
- \_\_\_ Can you add our music selection to the videotape?
- \_\_\_ What is the cost?
- \_\_\_ Are duplicate tapes available? What is the cost?
- \_\_\_ What time can you start? How late can you stay?
- \_\_\_ Can you take videos of the rehearsal?
- \_\_\_ Is there travel cost?
- \_\_\_ When can we receive our final tape?
- \_\_\_ What is the deposit requirement to hold the date?
- \_\_\_ Refund policy?
- \_\_\_ Can the video camera be stationary during the ceremony?
- \_\_\_ References from previous brides, grooms and clients?
- \_\_\_ How many wedding have you done?
- \_\_\_ Can you travel with the wedding party during the wedding date for outdoor shots?

## *My Christian Wedding Planner*

### *Wedding Day Video Checklist*

Before your wedding day, go through this checklist to determine what shots you want on your wedding video. Give your final list to your videographer, so he'll know what you want.

#### *Pre-ceremony:*

- Montage of bride and groom as children
- Shot of the outside of the church
- Bride getting ready with attendants
- Bride's mom helping her get ready
- Conversations in the bride's dressing room
- Interviews with bride and her attendants before the wedding
- Groom getting ready with attendants
- Groom getting ready with father
- Conversations in the groom's dressing room
- Interviews with groom and his attendants before the wedding
- Bride and her father waiting to go down the aisle
- Groom waiting for bride
- Ushers seating mothers

Other \_\_\_\_\_  
\_\_\_\_\_

#### *Ceremony:*

- The processional
- Officiates introduction
- Vows
- Exchange of rings
- Officiates words
- Bridesmaid adjusting dress
- Bridesmaids watching ceremony
- Shots of parents watching ceremony
- Groomsmen watching ceremony
- The kiss
- First introduction by officiate
- The recessional

Other \_\_\_\_\_  
\_\_\_\_\_

#### *Reception:*

- Couple's first words after ceremony
- Guests waiting for couple
- Introduction of bride and groom
- Cutting the cake
- Bride and Groom feeding cake to each other
- Interviews of guests
- Toasts
- Garter toss
- Bouquet toss
- Bride and groom leaving

**Notes:** \_\_\_\_\_

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## *My Christian Wedding Planner*

### *Photographer Questionnaire*

- What are the different wedding packages available?  
 What time do you start?  
 How late do you work during the wedding day?  
 What is the overtime cost per hour?  
 Is there a minimum time requirement?  
 What are the sizes of the wedding proofs? 3x5, 4x6, 5x5, 5x7?  
 Are the proofs included in the wedding packages?  
 What is the cost of the proofs if sold separately?  
 Are the negatives included in the wedding package?  
 What is the cost of the negatives if sold separately?  
 How long does the photographer keep the negatives in storage?  
 Can I have the negatives after x amount of years? After 3-5 years?  
 Is the photographer personally going to shoot all the pictures?  
 Are there extra charges if there is an assistant?  
 Is the engagement photo included in the wedding package?  
 What is the cost for an engagement portrait?  
 What is the delivery time of the proofs from the wedding date?  
 What is the final delivery time from the date the pictures are ordered from the proofs?  
 Do you use black & white film?  
 Is there extra cost to use black & white film?  
 Do you use the Sepia (Brown like color) process? What is the cost?  
 How many weddings have you done?  
 How large of a wedding have you ever work on? (Number of Guest)  
 Are you familiar with different cultural practices for wedding ceremonies?  
 (Chinese Banquet Style Pictures) (Japanese Tea Ceremony)  
 What is the maximum outdoor site included in the wedding package?  
 Is there extra charge for travel time?  
 Can you give me references from previous clients?



## *My Christian Wedding Planner*

### *Wedding Day Photography Checklist*

#### *Brides*

- Bride getting ready
- Putting On the Veil
- Bride pinning on mothers corsages
- Bride pinning on fathers boutonnières
- Bride with Brides Parents
- Bride with Grooms Parents
- Bride with her Mother
- Bride with her Father
- Bride with Step Parents
- Bride with Grandparents
- Bride with her Siblings
- Bride with her Maid of honor
- Bride with her Bridesmaid
- Bride with Flower Girl & Ring bearer
- Bride adjusting the garter
- Bride with her bouquet
- Bride with Groomsmen

#### *Grooms*

- Groom Dressing
- Groom in Tuxedo
- Groom with Grooms Parents
- Groom with Mother
- Groom with Father
- Groom with Stepparents
- Groom with Grandparents
- Groom with his Siblings
- Groom with Groomsmen
- Groom with Ring bearer
- Groom with Bridesmaids

#### *Ceremony*

- Decorating the wedding car before the ceremony
- Bride arriving in limousine
- Groom arriving with Best Man
- Musicians playing
- Guests being seated
- Groom and Groomsmen at the Altar
- Bride's Mother in Processional
- Brides Grandparents in Processional
- Grooms Parents in Processional
- Grooms Grandparents in Processional
- Flower girl and Ring bearer in Processional
- Bridesmaids in Processional
- Bride with her Father in Processional
- Father giving bride's hand
- Exchange of Vows
- Exchanging of the rings
- Wedding Kiss
- As Newlyweds together
- Newlyweds and Parents
- Newlyweds and Stepparents
- Newlyweds and Both Parents

## *My Christian Wedding Planner*

- Newlyweds with Both Grandparents
- Newlyweds with their Children
- Newlyweds with Wedding Party
- Newlyweds with Officiate
- Newlyweds with Doves Release (Butterfly Releases)
- Newlyweds with Rice Throwing ( Flower Petals)
- Newlyweds - Church send off
- Newlyweds in Limousine

### *Reception*

- Arriving Couple
- Receiving Line
- Signing-in Table
- Gift Table
- Newlyweds mingling with Guest
- Cake Table Decorations
- Guest Table Decorations
- Buffet Table
- Best Man Toasting Newlyweds
- Individual Table Photos
- The Band or DJ
- Newlyweds First Dance
- Bride dancing with her Father
- Groom dancing with his Mother
- Guests Dancing
- Money Dance
- Newlywed Cake Cutting
- Feeding of the wedding cake
- Bridal Bouquet Tossing
- Groom Removing the Brides Garter
- Groom Tossing Garter
- Newlyweds leaving Reception

### **Notes:**

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## *My Christian Wedding Planner*

### *Wedding Ceremony Program*

Many weddings include a ceremony program so that the guests can follow the order of the ceremony. A program might contain the following:

- Descriptive wording for the front page. Examples are:
  - The Celebration and Blessing of the Marriage Uniting...
  - The Marriage Celebration of...
  - The Religious Ceremony Uniting in Marriage ...
  - The Sacrament of Holy Matrimony Uniting...
  - The Wedding Ceremony of...
  
- Order of service.
  - The order of the service outlines the individual segments: prelude, processional, solo, invocation, scripture reading, marriage ceremony, lighting of the unity candle, benediction, and recessional. It varies from ceremony to ceremony.

Worship notations for the guests (such as when to stand, kneel, or whatever)

A favorite scripture or verse

List of the wedding party

Directions to reception

Married names of bride and groom and their future address and phone number

Any special thanks (like to friends, family, attendants) or sentiments

Optional: Include a little saying from each person in the wedding party about the couple

Optional: "We respectfully request no flash photos be taken during this religious ceremony."

Optional: Story of how couple met or got engaged, possibly an engagement photo

## *My Christian Wedding Planner*

### *Wedding Program Worksheet*

#### *Part I The Wedding Party*

<i>Parents of the Bride</i>	<i>Parents of the Groom</i>
<i>Maid/Matron of Honor</i>	<i>Best Man</i>
<i>Bridesmaids</i>	<i>Groomsmen</i>
<i>Jr. Bridesmaids</i>	<i>Jr. Groomsmen</i>
<i>Flower Girls</i>	<i>Ring Bearer/Pages</i>
<i>Guest Book Attendants</i>	<i>Minister/Officiate</i>
<i>Reader 1</i>	<i>Reader 2</i>
<i>Vocalist 1</i>	<i>Vocalist 2</i>
<i>Musician 1</i>	<i>Musician 2</i>
<i>Coordinator</i>	<i>Ushers</i>

## ***My Christian Wedding Planner***

### ***Part II The Ceremony Order of Service***

*The order of service provided is a typical traditional wedding ceremony. You may need to change the order of service to fit your ceremony. You will need to use a separate sheet of paper and make your own Order of Service.*

<b><i>Prelude</i></b>	<i>song, composer</i>
<b><i>Processional</i></b>	<i>song, composer</i>
<b><i>Reading 1</i></b>	<i>verse name, reader name</i>
<b><i>Musical Selection</i></b>	<i>song, composer, vocalist</i>
<b><i>Reading 2</i></b>	<i>verse name, reader name</i>
<b><i>Unity Ceremony</i></b>	<i>Sand? Oil? Candle? Other?</i>
<b><i>Other Ceremony</i></b>	<i>communion, jumping the broom, other</i>

	<b><i>Appropriate Information</i></b>
<b><i>Prelude</i></b>	
<b><i>Processional</i></b>	
<b><i>Seating of Mothers</i></b>	
<b><i>Minister and Groom</i></b>	
<b><i>Attendants</i></b>	
<b><i>Entrance of Bride</i></b>	
<b><i>Welcome and Prayer</i></b>	
<b><i>Giving of the Bride</i></b>	
<b><i>Reading 1</i></b>	
<b><i>Music Selection</i></b>	
<b><i>Exchange of Vows</i></b>	
<b><i>Reading 2</i></b>	
<b><i>Exchange of Rings</i></b>	
<b><i>Unity Ceremony</i></b>	
<b><i>Music Selection</i></b>	
<b><i>Other Ceremony</i></b>	
<b><i>Music Selection</i></b>	
<b><i>Declaration of Marriage</i></b>	
<b><i>Benediction/Closing Remarks</i></b>	
<b><i>Recessional</i></b>	



## ***My Christian Wedding Planner***

### ***The Christian Wedding Ceremony***

A wedding is a divine worship service. The principles governing a worship service would also apply to a wedding service. All things done in a service should be edifying to the Lord. The music in your wedding ceremony should be reverent and sacred. Secular or popular music should be planned for your reception. Find out from your pastor if a song you would like to have as part of your ceremony is suitable.

Your photographer and videographer should not be disruptive to the service. Plan to have as many pictures taken before or after the service as possible.

Discuss with your pastor whether the church permits the throwing of rice. Birdseed is a good substitute in this case.

If you plan to hire a wedding consultant inform her to have all wedding plans for the ceremony approved by the pastor. Churches have the right to prohibit any plans which conflict with their policies, doctrine and practice, the spirit of their worship services, and the use to which their property has been dedicated.

### ***Your Wedding Service***

In planning your Christian wedding you are wisely choosing to ask our Lord's blessings on your marriage and to have it sanctified by His Word and prayer. He alone has instituted marriage and is able to bless and preserve it. By asking Jesus to be present at your wedding you are beginning a marriage centered in Christ and His Word. Be assured He is pleased to join a couple in the fellowship of a Christian marriage. He performed His first miracle at a wedding in Cana. Jesus says, "All that the Father gives to me will come to me, and the one who comes to me I will absolutely not cast out" John 6:37; "Behold! I stand at the door and am knocking. If anyone should hear my voice and open the door, I will come into him and dine with him, and he with me" Revelation 3:20. Your pastor will be pleased to assist you in planning your Christian wedding service and preparing you through Christ's Word for this important event in your lives.

### ***Outline of a Christian Wedding Ceremony***

This outline covers each of the typical elements of a Christian wedding ceremony. It is designed as a guide for planning and understanding each aspect of your Christian wedding. I've tried to include every possible element in a Christian ceremony, however, not all of these must be incorporated into your service, nor do they have to occur in this order. You may choose to add your own personal touches that give special meaning to your commitment as a couple.

Your Christian wedding ceremony can be personally designed, but it should also be an expression of worship, reflecting joy, celebration, community, respect, dignity and love. The Bible gives no specific pattern or order of service to define exactly what should be included, so there is room for your creativity. A primary goal should be to give each guest a clear impression that you, as a couple, have made a solemn, eternal covenant with each other before God. Your Christian wedding ceremony should be a testimony of your lives before God, demonstrating your Christian witness.

## *My Christian Wedding Planner*

### *Sample Ceremony Itinerary*

Wedding Party - Bride \_\_\_\_\_ Groom \_\_\_\_\_ Minister \_\_\_\_\_

Bridesmaids _____ _____ _____ _____ _____ _____	Groomsmen _____ _____ _____ _____ _____ _____	Ring Bearer _____ Flower Girl _____ Musicians _____ _____ _____ Soloist _____ Sound Person _____ Other _____
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#### **Pre-Wedding Ceremony Events**

- **Wedding Party Pictures** Wedding Party arrive at church at \_\_\_\_\_ o'clock. This should begin at least 90 minutes prior to the start of the wedding and be finished at least 45 minutes before the ceremony. Men meet with pastor and women meet at bride's dressing room.
- **Wedding Party Dressed and Ready**  
The wedding party should be dressed, ready and waiting in the appropriate locations at least 15 minutes prior to the start of the ceremony.
- **Prelude** Begin at \_\_\_\_\_ o'clock by \_\_\_\_\_, song: \_\_\_\_\_.  
Any musical preludes or solos should take place at least 5 minutes prior to the start of the ceremony.
- **Lighting of the Candles** Begin at \_\_\_\_\_ o'clock by \_\_\_\_\_ & \_\_\_\_\_.  
Sometimes the candles or candelabras are lit before the guests arrive. Other times the ushers light them as part of the prelude, or as part of the wedding ceremony. If lighting of candles is done before the ceremony, they should be lit 30 to 45 minutes prior to start of ceremony.

#### **The Wedding Ceremony**

**Processional** begins at \_\_\_\_\_ o'clock. Music \_\_\_\_\_.

- **Seating of the Parents** – Ushers \_\_\_\_\_, \_\_\_\_\_.  
Having the support and involvement of parents and grandparents in the ceremony brings a special blessing to the couple and also expresses honor to the previous generations of marriage unions.  
The processional music begins with the seating of the honored guests:
  - Seating of the Groom's grandmothers (# \_\_\_\_\_) by \_\_\_\_\_.
  - Seating of the Bride's grandmothers (# \_\_\_\_\_) by \_\_\_\_\_.

## *My Christian Wedding Planner*

- Seating of the Groom's parents by \_\_\_\_\_. Groom's mother may light one candle on Unity while escorted by usher and then is escorted to her seat. If usher is a groomsman, he may then join the Groomsmen at front.
- Seating of the Bride's mother by \_\_\_\_\_. Bride's mother may light one candle on Unity while escorted by usher and then is escorted to her seat. If usher is a groomsman, he may then join the Groomsmen at front.

**In a Christian wedding**, the bride's family and friends are seated on the left side of the church facing the altar. The groom's family and friends will sit on the right side of the church. If the church has two center aisles, the bride's side sits on both sides of the left aisle, the groom's on both sides of the right. The parents sit in the center section; the bride's on the left and grooms on the right. When bride's parents are divorced, but not remarried, if they are congenial, they might sit together in the left front row at Christian weddings. Otherwise the parent who raised you (and guest or spouse) sits in the left front pew and the other parent (and guest or spouse) sits in the third row on the left side. This is also an individual decision, depending on their relationships and preferences. For groom's parents, simply reverse the seating (using the right side).

**Bridal Processional Begins** – have friend or consultant assist bride and father, bridesmaids, flower girl and ring bearer. Be sure all have appropriate accessories. Decide how much time should be allowed between bridesmaids, ring bearer and flower girl entering sanctuary. This may be set according to the music with plenty of time for each. It should not appear rushed. Work this out with musicians.

**Music** \_\_\_\_\_.

- Minister, Groom and Best Man usually enter from stage right. If the Groomsmen are not escorting the Bridesmaids down the aisle to the altar, they also enter together with the Minister and Groom.
- Bridesmaids enter, usually down the center aisle, one at a time. If the Groomsmen are escorting the Bridesmaids, they enter together.
- Maid or Matron of Honor enters. If she is being escorted by the Best Man, they enter together.
- Ring Bearer enters with ring pillow.
- The Flower Girl enters tossing petals from her basket into the bride's path.

### **Wedding March Begins**

The Bride and her father enter, bride on the left. Typically the Bride's mother will stand as signal for all of the guests to stand. Sometimes the Minister will announce, "All rise for the Bride."

**Opening Remarks - "The Call to Worship"** by the Minister, \_\_\_\_\_. See sample below.

Dearly beloved, we are gathered here in the sight of God, and in the presence of these witnesses, to join together this man and this woman in holy matrimony which is an honorable estate instituted of God. It is therefore, not to be entered into unadvisedly, but reverently, discreetly, and in the fear of God. Into this holy estate these two persons come now to be joined.

## *My Christian Wedding Planner*

**The Opening Prayer** by Minister (or other- \_\_\_\_\_) see sample below.

Heavenly Father, \_\_\_\_\_ and \_\_\_\_\_ are now about to vow their unending loyalty to each other. We ask You to accept the shared treasure of their life together, which they now create and offer to You. Grant them everything they need, that they may increase in their knowledge of You throughout their life together. In the name of Jesus. Amen.

**Congregation is Seated** - At this time the congregation is typically asked to be seated by the minister.

**Giving Away of the Bride Question of intent** – The minister will ask the questions of intent to the bride and groom.

**Declaration of consent** - Typically the minister will ask, “Who gives this woman to be married today?”. The bride’s father may reply “I do” or “Her mother and I”. The father then gives bride’s right hand to groom and is seated.

**Worship Song, Hymn or Solo** \_\_\_\_\_, by \_\_\_\_\_.

At this time the wedding party typically moves to the stage or platform and the Flower Girl and Ring Bearer can be seated with their parents.

**The Charge to Bride and Groom** by the minister – see sample below.

Let me charge you both to remember, that your future happiness is to be found in mutual consideration, patience, kindness, confidence, and affection. \_\_\_\_ (Groom), it is your duty to love \_\_\_\_ (Bride) as yourself, provide tender leadership, and protect her from danger. \_\_\_\_ (Bride), it is your duty to treat \_\_\_\_ (Groom) with respect, support him, and create a healthy, happy home. It is the duty of each of you to find the greatest joy in the company of the other; to remember that in both interest and affection, you are to be one and undivided.

**The Pledge** by the minister – see sample below.

\_\_\_\_\_, will you have \_\_\_\_\_ to be your wedded (wife/husband), to live together in the covenant of faith, hope, and love according to the intention of God for your lives together in Jesus Christ? Will you listen to (her/him) in most thoughts, be considerate and tender in your care of (her/him), and stand by (her/him) faithfully in sickness and in health, and, preferring (her/him) above all others, accept full responsibility for (her/him) every necessity for as long as you both shall live?

**Wedding Vows** - At this moment in the wedding ceremony the Bride and Groom face one another. See sample vow below.

In the name of Jesus, I \_\_\_ take you, \_\_\_, to be my (husband/wife), to have and to hold, from this day forward, for better, for worse, for richer, for poorer, in sickness and in health, to love and to cherish, for as long as we both shall live. This is my solemn vow.

## *My Christian Wedding Planner*

**Exchange and Blessing of the Rings** – Groom places ring on Bride's finger, then Bride places ring on Groom's finger and Minister speaks of symbolism of rings and Groom and Bride ask each other to wear ring as symbol of love. See sample of Exchanging of the Rings below.

Minister: "The wedding ring is a symbol of eternity. It is an outward sign of an inward and spiritual bond which unites two hearts in endless love. And now as a token of your love and of your deep desire to be forever united in heart and soul, you \_\_\_\_\_, may place a ring on the finger of your bride."

Groom: "\_\_\_\_\_, I give you this ring as a symbol of my love and faithfulness to you."

Minister: "By the same token \_\_\_\_\_, you may place a ring on the finger of your groom."

Bride: "\_\_\_\_\_, I give you this ring as a symbol of my love and faithfulness to you."

**Lighting of the Unity Candle** – Groom escorts Bride to the Unity candle and each picks up the candle that was lit by his/her prospective mother and lights the center candle. Each then blows out the candle they are holding and replaces it unlit into the stand. Groom escorts Bride back to alter.

**Sample reading for Lighting of the Unity Candle** - The two outside candles have been lighted to represent both your lives in this moment. They are two distinct lights, each capable of going their separate ways. As you join now in marriage, there is a merging of these two lights into one light. This is what the Lord meant when He said, "On this account a man shall leave his father and mother and be joined to his wife and the two shall be one flesh." From now on your thoughts shall be for each other rather than your individual selves. Your plans shall be mutual, your joys and sorrows shall be shared alike. As you each take a candle and together light the center one, you will extinguish your own candles, thus letting the center candle represent the union of your lives into one flesh. As this one light cannot be divided, neither shall your lives be divided but a united testimony in a Christian home. May the radiance of this one light be a testimony of your unity in the Lord Jesus Christ.

**The Pronouncement by Minister** – I now pronounce you husband and wife...

**Communion** – Many times the couple will incorporate Communion into the wedding ceremony, making Communion their very first act as a married couple.

**The Closing Prayer** – see sample below.

May the love of God be above you to overshadow you, beneath you to uphold you, before you to guide you, behind you to protect you, close beside you and within you to make you able for all things, and to reward your faithfulness with the joy and peace which the world cannot give -- neither can it take away. Through Jesus Christ, our Lord, to whom be glory now and evermore. Amen.

**The Kiss** - Minister: \_\_\_\_\_, you may now kiss your Bride.

## ***My Christian Wedding Planner***

### **Presentation of the Couple**

Minister: It is now my privilege to introduce to you for the first time, Mr. and Mrs. \_\_\_\_\_.

**Recessional:** Music \_\_\_\_\_.

The wedding party exits the platform, typically in the following order:

- Bride and Groom
- Maid or Matron of Honor and Best Man
- Bridesmaids and Groomsmen
- Flower Girl and Ring Bearer
- The Ushers return for the honored guests who are escorted out in reverse order of their entrance.
- Ushers may then dismiss the remaining guests, either all at once, or one row at a time.

*This is only a sample; your minister may have a Ceremony Itinerary he can share with you.*

## *My Christian Wedding Planner*

### *Wedding Ceremony Music*

#### **Principles Governing the Use of Music in a Christian Wedding Service**

Being a worship service, the wedding gives glory to God, who instituted marriage and blessed it. Its music then should serve to glorify God and spiritually edify those present. The music serves no other purpose.

From traditional hymns to more contemporary music, Christian wedding songs are a wonderful way for a couple to show their faith.

### *Resources for Christian Wedding Songs*

Still stuck for ideas on your music selections? Try some of these Christian song resources for more inspiration. See the list of current top Christian wedding songs in the Christian Wedding Music article on this website.

- [Rhapsody.com](http://Rhapsody.com): Browse a list of popular Christian love songs and listen to them free.
- [Amazon.com](http://Amazon.com) [Christian Wedding Music](#): Browse these music titles submitted by a music-loving Christian bride.
- [Worship Music.com](http://Worship Music.com): Peruse this list of Christian, traditional, and instrumental wedding selections.
- [Air 1](http://Air 1): This popular Christian radio stations offers streaming broadcasts and shows lyrics to songs being played to help you make your picks.
- [CCM Radio Magazine Website](http://CCM Radio Magazine Website): Browse by genre or select from hundreds of Christian artists for great worship, praise, and love songs for your wedding.

## *My Christian Wedding Planner*

### *Ceremony Musicians Selections*

Ceremony location: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_ Wedding date: \_\_\_\_\_

Arrival time: \_\_\_\_\_ Appropriate Dress: \_\_\_\_\_

Rehearsal date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

#### **Instrumentalists:**

Phone

Fee

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

#### **Soloists:**

Phone

Fee

_____	_____	_____
_____	_____	_____
_____	_____	_____

Cancellation Policy: \_\_\_\_\_

Total Cost: \$ \_\_\_\_\_ Deposit Paid: \$ \_\_\_\_\_ Balance Due: \$ \_\_\_\_\_

### *Ceremony Music Selections*

Prelude \_\_\_\_\_

First Solo \_\_\_\_\_

Second Solo \_\_\_\_\_

Processional \_\_\_\_\_

During Ceremony \_\_\_\_\_

Recessional \_\_\_\_\_

Postlude \_\_\_\_\_

Notes: \_\_\_\_\_

## *My Christian Wedding Planner*

### *Tips for Setting your Reception Schedule*

No matter how formal or informal you want your reception to be, it's important that you plan ahead and establish a sequence of events for your reception. Spending time and effort before the wedding can save you from a lot of confusion and unnecessary distractions on your wedding day.

#### **Here are a few hints:**

- Put your schedule in writing and give it to all of your wedding vendors. Also, give this schedule to your wedding attendants and immediate family members so they know where they are suppose to be and when (i.e. for picture taking, formal announcements, or special dances).
- Be as detailed as possible when preparing your reception itinerary. Include names, times, specific locations and song titles of special dances.
- When putting together your schedule, don't get too hung up on the exact times. The times on your schedule should act only as a guide and to keep things moving in the right direction and make sure that everything gets done!

Use the items in the [Wedding Reception Sample Itinerary](#) below as a checklist so that you don't forget anything and as a guide to help you plan your reception just the way you want it.

The order of events is up to you, but should be firmly established ahead of time. For example, some brides prefer to do their first dance with their husband very early into the reception, before dinner is served. Other brides prefer to do it after dinner, when the "real dancing begins".

**Etiquette Rule:** Wedding guests are not supposed to begin dancing until after the bride and groom have had their first dance. So, if you want people to start dancing early in the reception, schedule your first dance right away!

#### ***Reception First Hour***

- First hour - waiters serve beverages and hors d'oeuvres to guests
- Formal photograph's taken (of Bride and Groom, family and wedding party)

#### ***Reception Second Hour***

- Announcement of wedding party
- Traditional order: groom's parents, bride's parents, flower girl and ring bearer, bridesmaids escorted by ushers, maid of honor escorted by best man, Bride and Groom
- Bride and Groom's first dance
- Toast
- Dinner served

## *My Christian Wedding Planner*

### ***Reception Third Hour***

- Cut cake
- Dancing
- Special dances in order: Bride with father, then Groom with mother, and Wedding party dance

### ***Reception Fourth Hour***

- Bouquet toss
- Garter toss
- Last dance of Bride and Groom
- Grand exit

## ***Wedding Reception Sample Itinerary***

**Here is an example of an itinerary for a four hour reception that begins at 5:00pm:**

### **1-2 Hours Before Reception**

- 3:00** Caterer arrives.
- 3:15** Florist arrives to set up table centerpieces and other floral decorations.
- 3:30** DJ arrives and sets up equipment.
- 3:40** Wedding Coordinator, or designated person, arrives to set up place cards, favors, toasting flutes, cake knife, guest book with pen and holder for envelopes.
- 3:45** Wedding cake arrives and is set up. Florist to provide flowers and greenery to the cake designer who will arrange flowers on and around the wedding cake.

### **First Hour of Reception**

- 5:00** Wedding guests arrive. Waiters serve trays of beverages and hors d'oeuvres to guests.
- 5:15** Bride & Groom arrive and are escorted outside to take formal photographs on the lawn. All family members and wedding party gather outside for photographs.
- 5:20** Bride, Groom and family members take formal photographs.

Make sure all the family members and wedding attendants know where and when! You don't want to waste any time trying to track down people to be in pictures.

## *My Christian Wedding Planner*

### **Second Hour of Reception**

**6:00** Bride and Groom, wedding party and parents of bride and groom gather in side room to "line up" for announcements.

Line up in order: Groom's parents first, then Bride's parents, flower girl and ring bearer, bridesmaids escorted by ushers, maid of honor escorted by best man and then the bride and groom.

**6:05** DJ or MC will make formal announcements. List names: \_\_\_\_\_

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**6:20** DJ or MC to announce that dinner is served and ask that all guests be seated.

DJ or MC introduces the designated person who will say the blessing. \_\_\_\_\_

**6:25** DJ or MC introduces the Best Man (\_\_\_\_\_) who will give the toast to the bride and groom.

**6:30** Dinner is served.

### **Third Hour of Reception**

**7:00** Bride & Groom cut the cake. Looking for an alternative to the traditional cake cutting song? Try "It Had to Be You," by Harry Connick, Jr.

**7:15** DJ or MC announces Bride to dance with her father (Name of song)\_\_\_\_\_

**7:25** DJ or MC announces Groom to dance with his mother. (Name of song)\_\_\_\_\_

**7:35** DJ or MC announces wedding party dance. (Name of song)\_\_\_\_\_

**7:40** DJ plays song (i.e. Crazy Love, by Aaron Neville). Bride and Groom dance. DJ invites all guests to join in.

**7:45** Cake and coffee are served to guests.

## *My Christian Wedding Planner*

### **Fourth Hour of Reception**

**8:00** DJ or MC announces the Bride's bouquet toss.

A nice alternative to the bouquet toss is for the Bride to "dedicate her bouquet" to someone special - maybe her mother or best friend. The bride can say a few words and then give (not throw) her bouquet away. This is a very tasteful and sentimental alternative... and be prepared for a few tears.

**8:15** Garter toss

**8:45** Bride and Groom's last dance

**9:00** Bride and Groom say goodnight and leave for honeymoon destination or hotel.

**9:15** Parents of the Bride (or other designated person) gather all the gifts and other items. (See Wedding Responsibility Tracker – After the Reception in this planner for more details.)

## *My Christian Wedding Planner*

### *Wedding Reception Seating*

Many brides say seating arrangements at the reception is their biggest headache. First, consider the style of food being served. Finger foods and light fare do not require formal seating and some general tables may work well. Buffets and individually served meals do require formal seating.

All meals that are appropriate for seating should have a seating plan with designated places. Your guests will appreciate that you have thought of each one of them and designated a place for them. It also avoids any seating disagreements and table hopping that may arise with open seating. If you are having a buffet, you can just designate seating for the bridal party and parents, etc. and have open seating for your guests although assigned seating is more personal.

If you are designating seating, write out guests' names and table numbers on table cards. These cards should be informal (Mary Smith or Mrs. Smith not Mrs. Mark L. Smith) If two people have the same last name, be sure to include first names or initials to differentiate them. You can decorate them, use different colored paper depending on what their meal choice is, add flowers that match your bridal or centerpiece flowers, add your initials, etc. You might hire a calligrapher to write out these cards or use a fancy font on your computer to print them.

These cards can be set on a table by the door, arranged in alphabetical order or placed on each table before the guests arrive. They can be placed on the folded napkin on the plate or just above the dinner plate. If they are already pre-placed, a master seating chart can be posted by the entry with each guest's name and table number. If you write the guest's name on both sides, it is easier for guests at the same table who do not know each other to talk to each other. Be sure you check the names against your master list of RSVPs so you do not forget anyone. And, it is not a bad idea to have a few extra places at a table for any unexpected guests who may show up and need seating.

Don't seat older guests near the band or kitchen as it may be hard for them to hear. Seat guests who share similar hobbies or occupations together. Single guests and teens or children can be seated together. Consider a chaperone or entertainment on children's tables (books, crayons, favors, etc.) Some people prefer to seat children with their parents and not have a separate children's table. Seat divorced parents separately, each with their own table of family and friends. This is also a parent's choice depending on their civility. They may choose to sit together at a parents' table. Seat spouses or guests of attendants at head table if bridal party is small or together on one table if bridal party is large. Consider seating smokers together and away from non-smokers if possible.

## *My Christian Wedding Planner*

### *Wedding Reception Seating Chart*

	<b>Table # 1</b>		<b>Table # 2</b>
	NAME		NAME
1		1	
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
11		11	
12		12	
	<b>Table # 3</b>		<b>Table # 4</b>
1	NAME	1	NAME
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
11		11	
12		12	
	<b>Table # 5</b>		<b>Table #6</b>
1	NAME	1	NAME
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
11		11	
12		12	

## *My Christian Wedding Planner*

### *Wedding Reception Seating Chart*

	<b>Table # 7</b>		<b>Table # 8</b>
	NAME		NAME
1		1	
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
11		11	
12		12	
	<b>Table # 9</b>		<b>Table # 10</b>
1	NAME	1	NAME
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
11		11	
12		12	
	<b>Table # 11</b>		<b>Table # 12</b>
1	NAME	1	NAME
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
11		11	
12		12	

## *My Christian Wedding Planner*

### *Caterer Questionnaire*

What specialty items do you offer? \_\_\_\_\_

What is the charge per person for your basic service? \_\_\_\_\_

Do you have different menus to choose from? Yes/No \_\_\_\_\_

What sizes are your portions? \_\_\_\_\_

How do you determine head count? \_\_\_\_\_

How many guests do you overestimate for? \_\_\_\_\_

Will you be allowed to take leftover food home? \_\_\_\_\_

Is the gratuity included in your charges? Yes/No Percentage? \_\_\_\_\_

What are your hours of service included in basic service? \_\_\_\_\_

What is your overtime charge? \_\_\_\_\_

Do you have your own reception facility? Yes/No Location? \_\_\_\_\_

Can you do off site receptions? Yes/No Is there an additional charge? \_\_\_\_\_

Do you provide the servers? Yes/No \_\_\_\_\_

Do you provide bartenders? Yes/No \_\_\_\_\_

Who assumes liquor liability? \_\_\_\_\_

Is the setup and cleanup included in the basic price? Yes/No \_\_\_\_\_

Can you provide the wedding cake? Yes/No Additional charge? \_\_\_\_\_

Do you provide tables and chairs? Yes/No How many and style? \_\_\_\_\_

Do you provide china and glassware? Yes/No Style? \_\_\_\_\_

Do you provide linens and napkins? Yes/No Color \_\_\_\_\_

Do you provide silver serving accessories? Yes/No Silver punch bowl? Yes/No

Do you provide a contract? Yes/No \_\_\_\_\_

## *My Christian Wedding Planner*

### ***Wedding Reception Caterer Worksheet***

**1) Name of Caterer** \_\_\_\_\_ **Contact** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **Phone** \_\_\_\_\_

***Kind of Reception desired:***

- Formal sit down dinner
- Buffet
- Hors d'oeuvres
- Cake and punch

Estimated guests \_\_\_\_\_ Cost per/serving \_\_\_\_\_ Total cost \_\_\_\_\_

Required deposit \_\_\_\_\_ Final payment due \_\_\_\_\_ Gratuity included? Yes/No

Sizes of portions \_\_\_\_\_ Hours of service \_\_\_\_\_ Overtime charge \_\_\_\_\_

Scheduled setup time \_\_\_\_\_ Scheduled time for departure \_\_\_\_\_

Cancellation terms: \_\_\_\_\_  
\_\_\_\_\_

**2) Name of Caterer** \_\_\_\_\_ **Contact** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **Phone** \_\_\_\_\_

***Kind of Reception desired:***

- Formal sit down dinner
- Buffet
- Hors d'oeuvres
- Cake and punch

Estimated guests \_\_\_\_\_ Cost per/serving \_\_\_\_\_ Total cost \_\_\_\_\_

Required deposit \_\_\_\_\_ Final payment due \_\_\_\_\_ Gratuity included? Yes/No

Sizes of portions \_\_\_\_\_ Hours of service \_\_\_\_\_ Overtime charge \_\_\_\_\_

Scheduled setup time \_\_\_\_\_ Scheduled time for departure \_\_\_\_\_

Cancellation terms: \_\_\_\_\_  
\_\_\_\_\_

## ***My Christian Wedding Planner***

### ***Wedding Reception Menu***

When planning the menu for your wedding, you must consider your budget, what you like to eat, and what your friends and family like to eat. You may need to have several options, such as vegetarian or vegan, and these options may determine what type of food service you will need. If you are hiring a caterer, you need to determine how much you want to spend on each person, because that is how caterers charge.

Maybe your family or friends want to prepare your food for you, which will save you a lot of money. In this case, you need to determine how much is in your budget, subtract the cost of the food itself and beverages, and then give the remaining money to those who are cooking the meals. However, keep in mind that only professionals know how to cook for a lot of people and know how to store food properly. So, if you have more than, say, 75 guests, you will be better off hiring a caterer.

### **Time of Day**

The first step is to consider what time of day your reception will be. A morning reception could have a breakfast or a tea, a midday reception could have a lunch, tea or cocktail hour, and an evening reception could have just about anything. The most formal receptions are often in the evening, and more alcohol will be served at these receptions. Because of the alcohol served and the cost of a full dinner, evening receptions are often the most expensive type. However, if your ceremony is late in the day and your budget is limited, try having a tea or a cocktail hour. If you are having an unusual type of reception, you may need to list it on your invitations so that your guests will know what to expect.

### **Catering**

When choosing your caterer, make sure to find out the specialty of each one and try it. It's a good idea to go with the type of food that the caterer does best, rather than trying to have him or her create something he/she has never made before. You should arrange several menu tastings and be sure to find out how costs are calculated and what equipment the caterer will need to bring to the venue. It may be a good idea to take your caterer to the location of the reception so he/she can check out the layout of the kitchen. Additional equipment can be expensive, but so can food that has to be thrown out because of improper storage.

### **Table Service**

This type of service is very formal, and can be accented with printed menu cards for the guests. However, the food choices are limited. Usually, soup and salad will be served before the main course and the entrée will consist of a meat, a starch, and a vegetable. The guests will only be given two to three choices of main dishes, which can be a problem if your guests have diverse preferences.

## *My Christian Wedding Planner*

### **Buffet Service**

This choice will allow lots of different types of food, but if you have lots of guests the lines could be a problem. It may be a good idea to send two or three tables to the buffet at a time to keep standing time to a minimum. Buffets can also ruin the atmosphere of your reception if you don't make sure that the buffet line has visual appeal. Create this appeal by following these tips:

- Decorate the buffet table
- Make sure nice serving dishes are used
- Make sure that the buffet is tended to often so that spills can be wiped up and empty dishes can be refilled or replaced.

Keep in mind that large buffets can be just as expensive, or more so, than table service. Modern caterers may also be experienced at creating several serving tables based around a common type of food, so that guests do not have to stand in one line. However, if you have many guests, they may just end up standing in line over and over. Otherwise, having different serving sections can be fun, and it allows your guests to talk, to socialize and meet new people.

Whichever type of service you prefer can be the right one for your guests. Personal touches and decorations can be added to accent the food and to create the right atmosphere for your reception. You can find tons of sample menus online or in wedding books. Just make sure to keep your preferences and your guests' dietary restrictions in mind.

## *My Christian Wedding Planner*

### *Wedding Reception Sample Menu Worksheet*

Please circle one:      CASUAL SERVICE              FORMAL SERVICE

Please circle one:      BUFFET STYLE              BANQUET STYLE

Appetizer Service Time: \_\_\_\_\_ (suggested to begin as soon as guests arrive)

Appetizer Menu...

Appetizer #1: \_\_\_\_\_ Appetizer#2: \_\_\_\_\_

Appetizer #3: \_\_\_\_\_ Appetizer#4: \_\_\_\_\_

Grace/Welcome Said By: \_\_\_\_\_ Time: \_\_\_\_\_

Dinner Time: \_\_\_\_\_

Dinner Menu...

Salad #1: \_\_\_\_\_ Salad #2: \_\_\_\_\_

If Applicable, Circle Up To 3 Salad Dressing Selections:

*BLUE CHEESE*

*1000 ISLAND*

*FRENCH*

*RANCH*

*RASPBERRY VINAIGRETTE*

*BALSAMIC VINAIGRETTE*

*BALASAMIC REDUCTION*

Entrée #1: \_\_\_\_\_ Amount Needed: \_\_\_\_\_

Entrée #2: \_\_\_\_\_ Amount Needed: \_\_\_\_\_

Vegetarian Entrée: \_\_\_\_\_ Amount Needed: \_\_\_\_\_

Side Dish #1: \_\_\_\_\_ Side Dish #2: \_\_\_\_\_

Bread: \_\_\_\_\_ Dessert: \_\_\_\_\_

Other: \_\_\_\_\_ Other: \_\_\_\_\_

Additional Comments: \_\_\_\_\_

\_\_\_\_\_

## *My Christian Wedding Planner*

### *Wedding Cake Worksheet*

Name of Bakery \_\_\_\_\_ Decorator \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Phone \_\_\_\_\_ Contact \_\_\_\_\_ Date Cake Ordered \_\_\_\_\_

Number of Servings \_\_\_\_\_ Cost per/serving \_\_\_\_\_ Total Cost \_\_\_\_\_

Required Deposit \_\_\_\_\_ Final Pmt. Due \_\_\_\_\_ Expected Delivery Time \_\_\_\_\_

### *Wedding Cake Flavors*

Cake Flavor \_\_\_\_\_ Filling \_\_\_\_\_ Size \_\_\_\_\_

Cake Flavor \_\_\_\_\_ Filling \_\_\_\_\_ Size \_\_\_\_\_

Cake Flavor \_\_\_\_\_ Filling \_\_\_\_\_ Size \_\_\_\_\_

Cake Flavor \_\_\_\_\_ Filling \_\_\_\_\_ Size \_\_\_\_\_

Additional Sheet Cakes \_\_\_\_\_ Filling \_\_\_\_\_

### *Wedding Cake Design*

Description of decoration(s) \_\_\_\_\_

\_\_\_\_\_

Description of our cake top \_\_\_\_\_

\_\_\_\_\_

Other items for our cake (fountain, stairways, arch pillar setup) \_\_\_\_\_

\_\_\_\_\_

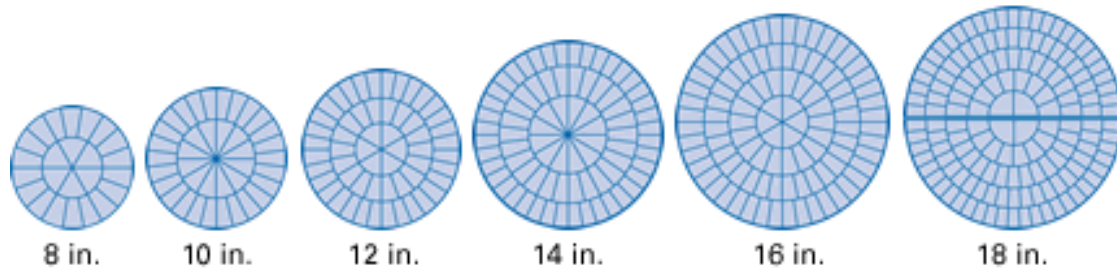
### **Suggestions for saving your top layer for your First Anniversary**

Ask a responsible person to take your top tier home and without wrapping it, put it into the freezer immediately to harden the icing and its beautiful decoration. Allow it to remain for only a couple hours until frozen. Remove cake and loosely wrap in saran until the cake is well encircled many times with saran. Place in cake box, wrap in freezer paper and return to freezer. When removing cake from freezer, immediately remove wrapping and thaw. Your cake will be as beautiful as the day of your wedding. Another important hint for preserving your cake for a year is to never keep it in a frost-free freezer. The constant defrosting to keep frost from accumulating in the freezer will draw all the moisture out of your cake and leave you with a dry, tasteless confection.

## *My Christian Wedding Planner*

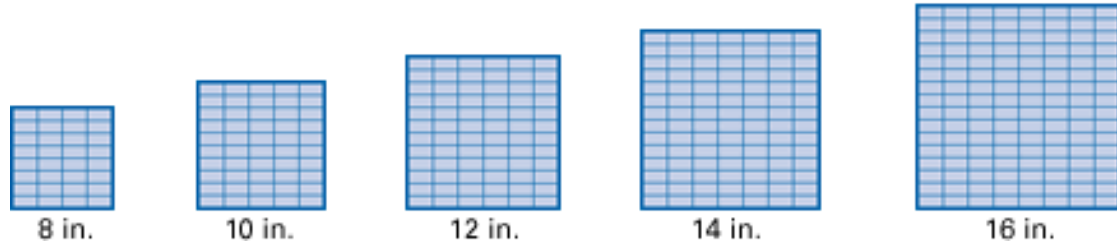
### **Wedding Cake Cutting Guide**

This guide shows how to cut popular shaped wedding tiers into pieces approximately 1 in. x 2 in. by two layers high (about 4 in.). Even if a larger serving size is desired, the order of cutting is still the same. The first step in cutting is to remove the top tier, and then begin the cutting with the 2nd tier followed by the 3rd, 4th and so on. The top tier is usually saved for the first anniversary, so it is not calculated into the serving amount.



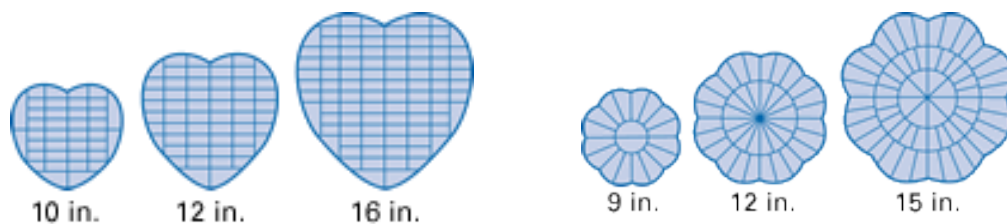
#### **Round Tiers:**

Move in two inches from the tier's outer edge; cut a circle and then slice 1 in. pieces within the circle. Now move in another 2 in., cut another circle, slice 1 in. pieces and so on until the tier is completely cut. The center core of each tier and the small top tier can be cut into 3rds, 4ths, and 6ths, depending on size.



#### **Square Tiers:**

Move in 2 in. from the outer edge and cut across. Then slice 1 in. pieces of cake. Now move in another 2 in. and slice again until the entire tier is cut.



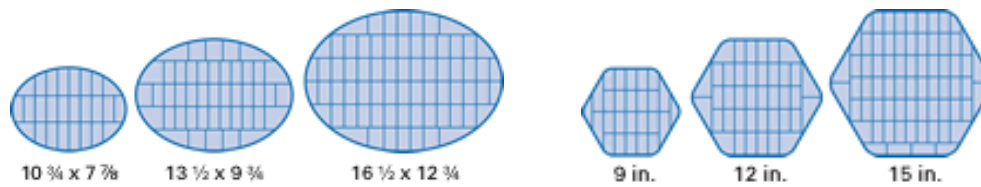
#### **Heart Tiers:**

Divide the tiers vertically into 1/2ths, 4ths, 6ths and 8ths. Within rows, slice 1 in. pieces of cake.

#### **Petal Tiers:**

Cut similar to round tiers as diagram shows.

## *My Christian Wedding Planner*

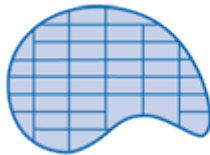


### **Oval Tiers:**

Move in 2 in. from the outer edge and cut across. Then slice 1 in. pieces of cake. Now move in another 2 in. and slice again until the entire tier is cut.

### **Hexagon Tiers:**

Move in 2 in. from the outer edge and cut across. Then slice 1 in. pieces of cake. Now move in another 2 in. and slice again until the entire tier is cut.



### **Paisley Tiers:**

Move in 2 in. from the outer edge and cut across. Slice and serve 1 in. pieces of cake, similar to oval tiers as diagram shows. Now move in another 2 in., repeat process until the entire tier is cut.

## *My Christian Wedding Planner*

### *Wedding Favors*

Just a note about wedding favors – will you buy already made favors or create your own signature wedding favor? Your budget may dictate what you do in this case. Favors can range from very pricy to very inexpensive. You will need to put some thought into this. No matter what you choose, make it something meaningful. It can be tied to your wedding theme or it can be something useful at the wedding such as a fan for outdoor weddings. Customize it with your wedding program and other special notations. See **Wedding Favors** on this website for more wedding favor ideas as well as the online shops with wedding favors available in all price ranges.

### *Wedding Reception Music*

The reception is the place for high energy. Contemporary Christian music and love songs are appropriate. If you've hired a band, discuss their repertoire in advance to ensure they have the songs you want. With a Christian DJ, you may be able to compile various songs and artists that you want played for specific events at the reception, such as the first dance, mother-son, and father-daughter dance. Some Christian faiths do not believe in dancing. Your reception is a celebration of your marriage and should be appropriate to your beliefs.

A new trend in wedding music that Christian music lovers can take advantage of is an iPod powered reception. Download the music you want for the big day onto your iPod and either rent or use your own speakers at the reception site. This is an easy and affordable way to get the exact songs you want played; however, be aware that iPod music works best in small to medium locations and you'll need to get a tech-savvy friend or relative to monitor the music and keep things running smoothly.

## *My Christian Wedding Planner*

### *Wedding Reception Musicians Selections*

Reception location: \_\_\_\_\_ Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Reception date: \_\_\_\_\_ Arrival time: \_\_\_\_\_

Appropriate Dress: \_\_\_\_\_

	Phone	Fee
Disc Jockey _____	_____	\$ _____
Agent/Bandleader _____	_____	\$ _____
Name of Band _____	_____	\$ _____
Key Band Members _____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Cancellation Policy:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total Cost: \$ \_\_\_\_\_ Deposit Paid: \$ \_\_\_\_\_ Balance Due: \$ \_\_\_\_\_

### *Wedding Reception Music Selections*

Newlyweds' Arrival: \_\_\_\_\_

Receiving Line: \_\_\_\_\_

First Dance: \_\_\_\_\_

Dancing or Background Music: \_\_\_\_\_

Ethnic Dances: \_\_\_\_\_

Cake Cutting: \_\_\_\_\_

Bouquet Toss: \_\_\_\_\_

Garter Toss: \_\_\_\_\_

Last Dance: \_\_\_\_\_

Newlyweds' Get-Away: \_\_\_\_\_

Other: \_\_\_\_\_

## ***My Christian Wedding Planner***

### ***Wedding Rehearsal***

1. Everyone who will be in wedding should be at the rehearsal on time.
2. Open with prayer asking for God's blessing on the rehearsal and wedding.
3. Introductions of people as necessary.
4. Give everyone a copy of the wedding party schedule handout.
  - This instructs them on the time to be there for the wedding
  - Explains when pictures will be taken
  - Instructs where to meet
5. Give general instructions.
  - In case of mistakes, go ahead with wedding. Fake rings if necessary.
  - Everyone relax and enjoy it. Everyone starts down the aisle on his or her LEFT foot.
  - Set your pace naturally, in time with the music, slowly and enjoyably! Be natural.
  - Men hold their RIGHT hand over their left. Stand natural. Do not chew gum.
6. Practice
  - Go through once verbally. Ask for any questions.
  - Go through once quickly. Ask for any questions.
  - Go through as though it were real. Ask for any questions.  
(Minister will not verbalize entire ceremony and vows at rehearsal.)
  - Bride may have a stand in and watch the rehearsal.  
(This is sometimes done so the first time the bride walks down the aisle is at the actual wedding.)
  - Pastor may get marriage license at rehearsal and have witnesses sign it.
7. Appoint someone to pin boutonnieres and corsages on LEFT to wedding party members.

### ***RECEIVING LINE***

If planning a receiving line, have party immediately inside the entrance of the room in which the reception is held: (The Groomsmen and Ushers are not in the line.)

1. Mother of the Bride
2. Father of the Groom
3. Mother of the Groom
4. Father of the Bride
- 5- 6. Bridesmaids
7. Honor Attendant (Maid or Matron of Honor)
8. Bride
9. Groom (the bride is on the right of the Groom)
- 10-11. Bridesmaids

## *My Christian Wedding Planner*

### **Wedding Party Schedule Handout**

We appreciate your participation in our wedding! This list should help each of us, so please read it carefully, and feel free to ask any question you may have.

1. ALL ATTENDANTS arrive at \_\_\_\_\_.
2. INSTRUMENTALISTS arrive at \_\_\_\_\_.
3. WOMEN may dress in the \_\_\_\_\_.
4. MEN may dress in the \_\_\_\_\_.
5. PHOTOGRAPHER will begin taking pictures at \_\_\_\_\_.
6. WEDDING PARTY should be dressed and ready 15 minutes prior to pictures!
7. BOUTONNIERES AND CORSAGES are to be worn on LEFT.
8. ALL USHERS will escort women on RIGHT arm. Seat Bride's friends on LEFT, Groom's on RIGHT, or balance the seating if Bride/Groom desire.
9. Bride on Father's LEFT arm.
10. Everyone starts down the aisle on his or her LEFT foot. Set your pace naturally, in time with the music, slowly and enjoyably!
11. Mothers will be seated at five minutes until \_\_\_\_\_ (time of wedding).
12. GROOMSMEN, please help your Bridesmaid up and down the steps with your RIGHT arm; secure her arm BEFORE you start UP or DOWN the steps.
13. Look pleasant during the ceremony; this is a joyous occasion. PLEASE – no chewing gum!
14. AFTER THE CEREMONY, go immediately to \_\_\_\_\_.
15. There (will will not) be a receiving line. If not, mix, mingle, have fun.

## *My Christian Wedding Planner*

### *The Rehearsal Dinner*

A dinner following the wedding rehearsal is traditional. It is a lovely way to begin your wedding festivities and allows your attendants and families to relax and get acquainted.

The meal is traditionally hosted by the groom's parents, and includes the immediate family of both the bride and the groom, the wedding officiate and members of the wedding party and their spouses. In some circumstances, you may want to include special out-of-town guests who have already arrived and the parents of younger wedding party members.

The rehearsal dinner is the traditional time for the groom's father to make a formal toast to the couple. It is also an appropriate time for the attendant's gifts to be passed out. Seating plans and place cards are especially important to this dinner, probably a first meeting for more than one of the group. The bridal couple generally sits together at the head of the group, their parents flanking them. The members of the wedding party are seated throughout the rest of the family members and special guests. Presumably, they will feel more at ease and be able to assist in making the other guests more comfortable. Because it is an icebreaker of sorts, relax and enjoy the rehearsal dinner. Don't linger too long however. Brides look terrible with bleary eyes.

## *My Christian Wedding Planner*

### *Rehearsal Dinner Worksheet*

Rehearsal Dinner Location \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_  
 Phone \_\_\_\_\_ Contact \_\_\_\_\_  
 Date of Rehearsal Dinner \_\_\_\_\_ Time \_\_\_\_\_ to \_\_\_\_\_  
 Number of guests planned \_\_\_\_\_ confirmed \_\_\_\_\_  
 Cost per person \_\_\_\_\_ Total cost \_\_\_\_\_  
 Deposit to reserve \_\_\_\_\_ Date due \_\_\_\_\_

<b>Wedding Party</b>	<b>Names</b>	<b>Wedding Party</b>	<b>Names</b>
Bride's Full Name		Groom's Full Name	
Parents of the Bride		Parents of the Groom	
Parents of the Bride		Parents of the Groom	
Grandparents of the Bride		Grandparents of the Groom	
Grandparents of the Bride		Grandparents of the Groom	
Matron/Maid of Honor		Best Man	
Bridesmaids		Groomsmen	
1		1	
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
Flower Girls & Ages		Ring Bearers & Ages	
Speakers/Readers		Ushers	
Musicians/Vocalists		Minister	
Other		Other	

## *My Christian Wedding Planner*

### *Sit Back and Enjoy the Ride*

#### *How to get the best possible transportation service for your wedding*

Can you think of a time you'll be more ready to be chauffeured around than on your wedding day? Follow our tips to determine exactly what you need and find out how to get the best possible service. Then get ready to sit back, relax and enjoy the ride.

#### **Do a Head Count**

Decide how many people you'll need to transport. Typically the bride travels with her bridesmaids, the groom with his groomsmen, and their families separately. If you have many out-of-towners attending, you may want to reserve a van for them as well. Figure out where each car is going (dropping you off at the ceremony and leaving, or waiting to take you to the reception afterward?). If you're not going far, you can splurge on the car; otherwise you may need to be more conservative.

#### **Shop Around**

Your planner or reception site should be able to recommend companies that specialize in fancy cars for wedding transport. If you prefer a classic Town Car, try to rent it from a company that is on retainer to your employer or a friend's; services with strong corporate relationships are often more reliable than "airport specialists," who deal mainly with individual customers. Any reliable company will be listed with the Better Business Bureau, local chamber of commerce and/or National Limousine Association.

#### **Get the Royal Treatment**

When you have a list of three contenders, you may want to arrange a visit to check out each fleet. How are you treated? The customer service in the office is often a good indication of how your chauffeur will behave. Ask about special services: A tuxedo-clad driver might roll out a red carpet, or your vehicle might include champagne. Some companies offer signs for the car, like Going to the Chapel or Just Got Hitched; most will add floral decoration. And some cars have musical horns to herald your arrival.

#### **Watch the Clock**

It's nice to have one driver all day, but letting yours go when you arrive at the reception and scheduling another one to pick you up can save a lot of money. Otherwise, the driver who transported you to the ceremony in the morning will be parked outside your party all night, racking up charges.

#### **Know the Details**

Transportation costs are rarely fixed—your final bill will depend on overtime, changes in itinerary or other delaying factors. So read the terms carefully: Does the company charge by the hour or by the mile? How much does overtime cost? Does the meter start when the vehicle leaves the garage or when it picks you up? Be sure the contract lists all the stops and allows for at least one extra, just in case; also note whether the contract includes the standard 20 percent gratuity.

## *My Christian Wedding Planner*

### *Limousine Questionnaire*

Don't rely on price quotes over the phone. Go see the Vehicles and make sure that is the Vehicle you will be using that day. Avoid false promises and information. \_\_\_\_\_

Ask how many years the vendor is in business and if they are a member of the Better Business Bureau, local chamber of commerce, National Limousine Association? \_\_\_\_\_

Does the wedding vendor provide their own vehicles, or is another company providing the vehicles? \_\_\_\_\_

What is the year of the Vehicle you will be using, and are they properly licensed and insured? \_\_\_\_\_

Is the operator properly licensed to drive that size vehicle? \_\_\_\_\_

Are the Vehicles equipped with GPS Navigation System? \_\_\_\_\_

What are the contingency plans if a Vehicle breaks down that day? \_\_\_\_\_

\_\_\_\_\_

What beverages are stocked in the Limousine? \_\_\_\_\_

What are the vendor's hiring practices for screening Chauffeurs? \_\_\_\_\_

Are they professionally trained? \_\_\_\_\_

Do the Chauffeurs coordinate the activities with the Bridal Party, Guests, and Photography Personnel? \_\_\_\_\_

Are the Chauffeurs attired for the wedding? \_\_\_\_\_

Is it cheaper to get a packaged deal? \_\_\_\_\_

What happens if we need to cancel? \_\_\_\_\_

Do you provide wedding decorations? \_\_\_\_\_

# *My Christian Wedding Planner*

## ***Transportation Worksheet***

Transportation Service \_\_\_\_\_ Contact \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Phone \_\_\_\_\_ Pager \_\_\_\_\_ E-Mail \_\_\_\_\_

### **Transportation available**

#### ***Limousines***

Lincoln Continental

- Standard
- Stretch
- Super-stretch

Cadillac

- Standard
- Stretch
- Super-stretch

#### ***Luxury Automobiles***

- Lincoln Town Car
- Rolls Royce
- Cadillac Sedan
- Mercedes

#### ***Vintage Cars***

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

#### ***Unique Transportation***

- Horse drawn carriage
- Hot air balloon
- Helicopter
- Boat
- Bicycle built for two
- \_\_\_\_\_
- \_\_\_\_\_

## *My Christian Wedding Planner*

### Description of Vehicle Ordered

Model \_\_\_\_\_ Color \_\_\_\_\_

Capacity \_\_\_\_\_ Amenities \_\_\_\_\_

### Time of Reservation

Pickup Location \_\_\_\_\_ Time \_\_\_\_\_

Drop off Location \_\_\_\_\_ Time \_\_\_\_\_

Exclusive reservation from \_\_\_\_\_ to \_\_\_\_\_

### Cost of Transportation

Charges are based on:

- Flat fee
- Hourly
- Overtime

Charges \_\_\_\_\_ Are gratuities included in fee: Yes \_\_\_\_\_ No \_\_\_\_\_

Date reservation confirmed \_\_\_\_\_ Total Cost \_\_\_\_\_ Amount of Deposit \_\_\_\_\_

### Notes:

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## **Maid/Matron of Honor's Responsibilities**

- Holds the groom's wedding ring
- Arranges the bride's veil during the processional, ceremony and recessional
- Makes sure the bride looks perfect for all the pictures
- Holds the bride's bouquet during the exchanging of wedding rings
- Host/co-host the Bridal Shower and/or Bachelorette Party -Witness the signing of the marriage certificate
- Provide your measurements to the bride for your dress -Help address and stuff the wedding invitations
- Help the bride get dressed and ready on the wedding day -Attend pre-wedding parties, if feasible
- Pay for your dress, shoes, and accessories
- Pay for transportation and/or lodging to and from the wedding city
- Help the bride in any tasks or errands
- Participate in the bouquet toss, if single

## **Bridesmaids' Responsibilities**

- Assist in the selection of the bridesmaid dress
- Provide your measurements to the bride for the bridesmaid dress
- Host/co-host the Bridal Shower and/or Bachelorette Party
- Help address and stuff the wedding invitations
- Help the bride get dressed and ready on the wedding day
- Attend pre-wedding parties, if feasible
- Pay for your dress, shoes, and accessories
- Pay for transportation and/or lodging to and from the wedding city
- Help the bride in any tasks or errands
- Participate in the bouquet toss, if single

## **Best Man's Responsibilities**

- His primary job is to take the burden of worry off the shoulders of the groom
- Keeps all the necessary tickets, travelers' checks and other documentation needed for a smooth get-away
- In charge of the marriage license and the bride's ring
- Give fee to minister after the ceremony
- Be available for signing the marriage certificate
- Help groom get dressed and to keep him occupied
- Sees that groomsmen are where they need to be, when they need to be there
- Stands up for the groom during the ceremony, handing him the bride's ring when requested
- First in the reception line and makes the first toast
- Helps the groom dress in his travel clothes
- Get groom's tux gets to the cleaner's

Being chosen as a Best Man is both an honor and a very real responsibility. The duties will all fall into place as the Best Man keeps an eye open for anything that needs doing to make the groom's life easier.

## ***My Christian Wedding Planner***

### ***Ushers Responsibilities***

Ushers should be at the door waiting. As soon as people sign the guest book step forward and offer your right arm to the lady. Ask her "Friend of the Bride or Groom?" The groom's side is on the right and the bride's side is on the left.

The man will follow as you go down the aisle. If there is more than one woman escort the oldest woman of the party. When you get to the seat turn and release facing the back of the auditorium. Stand there until all of the people are seated. Don't rush, take your time.

Continue to seat people until all have been seated. Help latecomers to be seated quietly in the back of the auditorium. Stay at the back of the auditorium during the ceremony.

The front sections should be reserved for the immediate family, grandparents, and special friends only.

Seat all people except the parents of the bride and groom.

Light candles (if not lit already).

When you get the signal that everyone is ready, seat the groom's parents on the front right. Then seat the mother of the bride on the front left.

At this point no one else should be allowed to be seated until after the bride has entered (unless you can quietly, unobtrusively sneak them in on the side).

### ***Duties at the Conclusion***

After all the wedding party has exited (the minister will be last), two ushers should walk together up to the front, and stop immediately in front of where the parents of the bride and groom are seated. They should both turn toward the outside of the building and face toward the back. The usher beside the bride's mother should extend his arm to her, and escort her out.

After the bride's mother has gone a suitable distance (at least half of the length of the aisle), the remaining usher should extend his arm to the groom's mother, then escort the groom's parents out.

Both ushers should now return together to the front and usher out the grandparents in the same fashion as the parents were escorted out.

Both ushers should return again to the front, one should escort the remaining set of grandparents out. The other usher should remain there, dismissing one row of people at a time, beginning at the front.

After everyone has left the ushers should take care of any candles or equipment that needs looked after, etc.

## *My Christian Wedding Planner*

### *Bridal Emergency Kit*

CHECK	ITEM	CHECK	ITEM
	safety pins		toothpicks
	spot remover		dental floss
	wrinkle out spray		snack food
	tissues		bottled water
	emery board		breath mints
	hand lotion		small sewing kit
	lipstick		double sided tape – quick fix for hems
	compact powder case		hairdryer
	hair spray		curling/flat iron
	comb and brush		extra contact lenses & solutions
	compact mirror		list of contacts and phone numbers of all vendors
	tweezers		drinking straws – save your lipstick & avoid spills
	extra earring backs		clear nail polish – for runs in your pantyhose
	cotton swabs		white chalk – to cover flaws on your wedding gown
	band-aids		pen & small note pad
	deodorant		
	static cling spray		<b>Additional Items</b>
	lint roller		
	perfume		
	pantyhose		
	crazy glue		
	smelling salt		
	bobby pins		
	barrettes		
	aspirin		
	antacids		
	cough drops		
	eye drops		
	non-drowsy allergy medicines		
	prescription medications for bride and groom		

As a Wedding Consultant, I provide most of the emergency kit. If you are planning your own wedding, you will want to make a bridal emergency kit for yourself. I am providing a check off list to make it easy to create one. Put everything in a tote or plastic container with a handle so it is easy to carry. Leave it in the bride's dressing room of the church on the night of the rehearsal.

## *My Christian Wedding Planner*

### ***Wedding Responsibility Tracker***

Your wedding day is packed with activities, so enlist a few good friends to keep the craziness to a minimum. Choose friends and relatives besides those in your wedding party to take care of these last-minute necessities — it will make them a part of your big day and prevent important details from falling through the cracks.

#### **Two Days Before:**

<b>Task</b>	<b>Assigned to</b>
Call vendors to confirm reservations.	
Verify guest transportation.	
Double-check wedding night and honeymoon accommodations.	
Call members of the wedding party to remind them of the schedule.	
Gather emergency wedding kit items for the wedding party-	

#### **The Day Before:**

<b>Task</b>	<b>Assigned to</b>
Give the marriage license and wedding rings to the appropriate people or plan to take them to the ceremony yourself.	
Gather something old, new, borrowed and blue.	
Pick up wedding dress and drop off at the bride's dressing room along with other belongings (accessories, makeup, veil, etc.).	
Pick up bridesmaids' dresses and deliver to bridal dressing room.	
Confirm arrangements for ceremony candles and flowers.	
Confirm transportation for wedding party members to rehearsal dinner, photos, ceremony and reception.	
Drop off vendor production schedule with vendors who won't be at the rehearsal dinner.	

#### **Rehearsal Dinner:**

<b>Task</b>	<b>Assigned to</b>
Give vendor production schedule to all vendors who are present.	
Give copies of rehearsal schedule and diagrams of where to stand (if needed) to members of the wedding party.	
Receive, check in and unpack rentals.	
Designate a photographer to take candid shots throughout the evening.	

## *My Christian Wedding Planner*

### *Wedding Responsibility Tracker*

#### **Wedding Day Setup:**

<b>Task</b>	<b>Assigned to</b>
Get two keys to the wedding night suite for the bride and groom.	
Bring emergency wedding day kit.	
Direct all vendors to the appropriate places.	
Go over wedding day timelines with staff or distribute copies.	
Take bridal bouquets to bridal dressing room.	
Help pin boutonnieres on male attendants.	
Set cake table with champagne glasses, cake knife and server, plates and forks; assist with final touches when the cake arrives.	
Help florist place centerpieces.	
Check that reception room is vacuumed and neat.	
Place hand towels, a bowl of mints and scented candles in each bathroom.	
Set up candles for reception and ceremony area.	
Set up entry table and guest book.	
Give guest book attendant a seating chart and alphabetized guest list.	
Set ceremony table with necessary items (holy book, unity candle, flowers, etc.).	
Attach reserved seating cards where applicable.	
Distribute wedding programs or give to person who will hand them out.	
Check that electrical equipment is set up properly and hidden as much as possible (speakers, lights, cords, etc.).	
Test the microphones.	
Direct attendants and ushers to place any wedding gifts on a table near the entrance.	
Run emergency errands.	

#### **At the Ceremony:**

<b>Task</b>	<b>Assigned to</b>
Help organize wedding photo shoots; give list of essential pictures to photographer.	
Make certain officiate has the marriage license, copy of the wedding program, and his fee or tip.	
Prop open ceremony location doors before the wedding's start time.	
Oversee musicians as they set up.	
Review ushers' duties with them.	
Check that wedding party members have bouquets, handkerchiefs, copies of the vows, etc.	
Double-check that best man has the bride's ring and maid of honor has the groom's.	

## *My Christian Wedding Planner*

### *Wedding Responsibility Tracker*

#### **At the Reception:**

<b>Task</b>	<b>Assigned to</b>
Check that all food and cake have been delivered and set up.	
Review play list with musicians or DJ.	
Check that champagne is ready prior to toasts and cake cutting.	
Confirm that limousine or other vehicle is ready for the getaway.	
Decorate the getaway car.	
Call cabs for guests who need them.	

#### **After the Reception:**

<b>Task</b>	<b>Assigned to</b>
All vendors have been paid	
Gather gifts and gift envelopes, guest book and pen	
Gather left over decorations and left over favors	
Send flower arrangements/centerpieces home with designated guests or to other pre-arranged site.	
Get small rented items (ex. Cake top, pillars, stand, etc.)	
Leftover food	
Unopened beverages	
Cake knife, Toasting flutes	
Top layer of the cake	
Groom's tux	
Gather all belongings from bridal dressing area and distribute to their owners.	
Help bride change into going-away clothes and make sure her gown and accessories are delivered to the appropriate place.	

#### **The Day After:**

<b>Task</b>	<b>Assigned to</b>
Return rented tuxedos.	
Take bride's gown to be cleaned and preserved.	
Take bridal bouquet to be preserved.	

## *My Christian Wedding Planner*

### *Newspaper Wedding Announcement Worksheet*

Right after your wedding, you'll want to spread the news of your happiness to anyone and everyone who doesn't already know. Use this worksheet to make sure you include all the right information in your newspaper announcement.

1. Gather information. You may include as much information as you wish, but at least include the following.

Basic Information	Comments
Wedding date	
Location of Ceremony and Reception	
Bride's Full Name	
Groom's Full Name	
Mother of Bride	
Father of Bride	
Mother of Groom	
Father of Groom	
Bride's Hometown	
Groom's Hometown	
Bride's Schools attended and graduation dates	
Groom's Schools attended and graduation dates	
Bride's Occupation and Place of Employment	
Groom's Occupation and Place of Employment	
Maid/Matron of Honor	
Best Man	
Bridesmaids	
Groomsmen	
Ushers	
Flower Girl	
Ring Bearer	
Person who gave bride away	
Color of bride's dress	
Material of bride's dress	
Detailed description of bride's dress	
Description of dress of mother of the bride	
Description of attendants' dresses	
Honeymoon location	
Bride's new name	
City and state of the newlywed's home	
Any unusual details about the wedding	
Other	

2. Submit the announcement. Write the announcement yourself or ask the newspaper staff to use your information to write an announcement for you.

3. Check the announcement.

- Check for typos.
- Check the spellings of all names.
- Make sure it includes all pertinent information.
- Have a friend read over the announcement.

## *My Christian Wedding Planner*

### *Post Wedding Task Checklist*

- Return all rented Tuxedos
- Return all rented equipment
- Return all borrowed accessories
- Write Thank you notes
- Preserve bridal bouquet
- Send wedding gown to cleaners and have it sealed in vacuum box/bag
- Purchase Life Insurance
- Start Financial Planning
- Reinstate mail service - upon returning from honeymoon
- Publish Wedding Announcement in Newspaper
- Contact Registry to reactivate gift delivery upon your return from your honeymoon
- Change Name after Honeymoon - See Name Change Checklist

### *Name Change Checklist*

<ul style="list-style-type: none"> <li>○ Alumni Association</li> <li>○ Auto registration/title</li> <li>○ Bank accounts</li> <li>○ Bonds</li> <li>○ Car insurance</li> <li>○ Car Registration</li> <li>○ Charity Organization</li> <li>○ Church</li> <li>○ Credit cards</li> <li>○ Credit Reporting Agency</li> <li>○ Deeds</li> <li>○ Doctor/dental records</li> <li>○ Driver's license</li> <li>○ Employee records</li> <li>○ Frequent Flyer Program</li> <li>○ Health Clubs and other memberships</li> <li>○ Insurance policies               <ul style="list-style-type: none"> <li><input type="checkbox"/> Health</li> <li><input type="checkbox"/> Life</li> <li><input type="checkbox"/> Home</li> <li><input type="checkbox"/> Auto</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Internet companies – Registry</li> <li>○ Internal Revenue Service</li> <li>○ Leases</li> <li>○ Library</li> <li>○ Magazine subscriptions</li> <li>○ Memberships</li> <li>○ Mutual funds/stocks/bonds</li> <li>○ Newspaper subscriptions</li> <li>○ Passport</li> <li>○ Pension plans</li> <li>○ Place of worship</li> <li>○ Post Office</li> <li>○ Professional Memberships– (Realtor, Nurse, etc.)</li> <li>○ Property title</li> <li>○ Savings accounts</li> <li>○ School record</li> <li>○ Social Security card</li> <li>○ Voter registration</li> <li>○ Last will &amp; testament</li> </ul>
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### *What you will need*

- Original Marriage Certificate
- Photocopies of marriage certificate
- Photocopies of previous drivers license

## *My Christian Wedding Planner*

### *Honeymoon Travel Check List*

As your wedding day approaches, so does your long-awaited honeymoon. Finally, no more guests and no more planning. Just the two of you alone in a romantic getaway. Below is a checklist of items you may need to help prevent some potential mishaps:

- Passport and visas if you are traveling overseas - make sure you have applied for these items far in advance. Remember that security is now extremely tight and unyielding. While you are on your vacation, keep your passport and visas in a safe location so you won't run into any complications during your return trip.
- Adapter for small appliances like your hair dryer or curling iron - if you are going to a foreign country, remember that your electrical plugs may not be the same voltage as required for the electrical outlets available.
- Prescription medication - anything that is crucial to your well being will help make your trip that much more enjoyable. If you have allergies and forget your medication, you may have constant attacks during your time away.
- List of credit card and traveler's check numbers kept in a separate and safe place - if your wallet gets stolen, you'll be able to call and report your cards and checks stolen. Unused traveler's checks can be reissued, so you won't be stranded without money.
- Inoculations - certain diseases are prevalent in various parts of the world. Check with your doctor to receive the appropriate vaccinations before you leave for your destination.
- Extra pair of contact lenses or eyeglasses - if you lose the only pair you have, the rest of your trip may literally be a blur.
- Health insurance card - in case of a medical emergency.
- Cell phones with important phone numbers of friends and family, travel agent, credit cards, etc.
- Clothes for the climate – Whether you go to a beach bungalow or skiing in the snow drifts, you will definitely want the proper attire!
- Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## *My Christian Wedding Planner*

### *Honeymoon Packing Check List*

The first thing to remember is that your destination will have a significant impact on what you should pack. As a general rule, if you are traveling internationally or to more exotic locations, you'll need to pack more items. Below is a general list of what to bring.

#### ***General Documents***

- Airline tickets or e-ticket receipt
- Driver's license (or passport for international travel)
- Travel itinerary with addresses, phone and confirmation numbers for all travel providers including hotels, airlines, car rental companies, tour operators and travel agent
- Guide book and good novel

**Key Tip:** Keep all important travel documents in a single travel folder or envelope.

#### ***Money***

- Cash
- Traveler's checks (keep numbers/receipts in a separate place)
- ATM and credit cards

**Key Tip:** Use credit cards whenever possible for added travel benefits and security.

#### ***Toiletries and Health Care***

- Toothbrush, toothpaste and other dental care products
- Special soap and other skin care products
- Deodorant
- Razors, shaving cream and after shave
- Makeup
- Nail polish/remover
- Sunscreen, lotions and moisturizers
- Perfume or cologne
- Massage and bath oils
- Scented candles (romance)
- Shampoo and conditioner
- Eyeglasses and contact lenses and saline solution
- Insect repellent
- Feminine hygiene products
- Headache, indigestion and prescription medications
- Birth control
- Hair dryer and hair brush
- Mini scissors and tweezers
- Band-Aids

## *My Christian Wedding Planner*

**Key Tips:** (1) To pack lighter, check with your hotel before you leave regarding the in-room availability of heavier items like hair dryers and irons; (2) If you forget any toiletries, ask the concierge before going out to buy as many hotels have them.

### *Warm Weather Clothing and Accessories*

- Variety of short sleeve shirts (tee-shirt, blouse, casual, etc.)
- A couple of long sleeve tops (for cool evenings)
- Shorts
- Skirts
- Pants and jeans
- Sundresses
- Bathing suits and cover-ups
- Eveningwear (more formal for cruises, see guidelines for your particular cruise)
- Sleepwear and lingerie
- Undergarments
- Socks and stockings
- Appropriate footwear (sandals, walking shoes, golf/tennis shoes, hiking boots, heels)
- Daypack, waist pouch, beach bag and/or purse
- Hats
- Sunglasses
- Sports gear
- Rain coat and/or umbrella
- Camera and film
- Video camera and tapes

**Key Tip:** Coordinate your outfits so that many of your tops and bottoms match together. (This will decrease the amount of clothing you have to pack)

### *Cold Weather Clothing and Accessories*

- Pants and jeans
- Long sleeve shirts
- Sweaters, Turtle Necks
- Warm Dresses
- Eveningwear
- Sleepwear and lingerie
- Undergarments
- Thermal underwear
- Footwear Socks (boots, walking shoes, dress shoes, etc.)
- Coats and jackets, hats and gloves
- Backpack, waist pouch and/or purse
- Sports gear
- Raincoat and/or umbrella
- Video camera and tape; camera and film

## *My Christian Wedding Planner*

### ***Special Items for International Destinations***

- Passports
- Vaccination certificates
- Small denominations of US and foreign currency (for taxis, tipping and emergencies)
- Medical prescriptions translated into local language
- Electrical adapter (if necessary)
- Antibacterial hand wipes

### ***Other***

- \_\_\_\_\_
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***Best Wishes, Congratulations and Have a Grand Time!***

*From The Christian Wedding Planner*