



Bringing your events to life.

Name _____

Date: _____

Wedding Checklist

Ceremony

- ☐ Arch/backdrop
- ☐ Ceremony table
- ☐ Seating
- ☐ Aisle decor
- ☐ Ring Bearer
- ☐ Flower Girl
- ☐ Entrance/welcome
- ☐ In memory of
- ☐ Signs
- ☐ Flowers

Reception

- ☐ Welcome
- ☐ Tables
- ☐ Chairs
- ☐ Linens
- ☐ Lighting
- ☐ Photo experience
- ☐ Reserved seating signs
- ☐ In memory of
- ☐ Signs
- ☐ Table runner
- ☐ Lighting/candles
- ☐ Decor
- ☐ Flowers
- ☐ Table Assignments

Guest Book

- ☐ Furniture/Table
- ☐ Decor
- ☐ Signs

Gift Table

- ☐ Table
- ☐ Decor
- ☐ Signs
- ☐ Card Holder & sign

Food/Drinks

- ☐ Tables
- ☐ Linens
- ☐ Menu
- ☐ Plates & cups
- ☐ Napkins
- ☐ Utensils
- ☐ Drink station
 - containers
 - furniture/table
 - signs



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Wedding Checklist

Centerpieces

- ☐ Table runner
- ☐ Table numbers
- ☐ Flowers
- ☐ Lighting
- ☐ Candles
- ☐ Place settings

Cake/Dessert Table

- ☐ Furniture/Table
- ☐ Cake stand
- ☐ Cake topper
- ☐ Serving Set
- ☐ Decor
- ☐ Signs

Wedding Party Table

- ☐ Tables
- ☐ Sweetheart Table
- ☐ Chairs
- ☐ Linens
- ☐ Decor
- ☐ Flowers
- ☐ Candles
- ☐ Backdrop

Wedding Favors

- ☐ Furniture/Table
- ☐ Decor
- ☐ Signs
- ☐ Favors

Cocktail Hour

- ☐ Menu
- ☐ Order of events sign

Notes:
