**Wedding Checklist** (Revised 04.02.14)

*Complete and* ***return to paulo*** *no later than* ***2 weeks*** *before wedding*

*Either complete as a word document or fill out a hard copy and email a scan of it.*

|  |  |  |  |
| --- | --- | --- | --- |
| Groom |        | Bride |       |
| Rehearsal Date |       | Time |       | Wedding Date |       | Time |       |
| Parents “normal” Names | “normal” parents 1st names of Groom | “normal” parents 1st names of Brde |
| Dad       | Mum       | Dad       | Mum       |
| Groomsmen’s Names (in order) | Bridesmaids’ Names (in order) |
| 1. Best Man |       | = Bestman | 1. |       | = Chief Bridesmaid |
| 2. |       | 2. |       |
| 3. |       | 3. |       |
| 4.  |       | 4.  |       |
| 5. |       | 5. |       |
| 6. |       | 6. |       |
| Page Boys + (AGE) | Flower Girls + (AGE) |
|       age (     ) |       age (     ) |       age (     ) |       age (     ) |
| **CHOOSE** |  |
| **Video/DVD** | [ ]  We will have our own Videographer (details) |
| **Program** | [ ]  We will produce an Order of Service | [ ]  We have sent Order of Service for checking at least one week before |
| **Who Walks with Bride?** | [ ]  Father only or [ ]  Mother only | [ ]  Other? Who & Details      |
|  [ ]  Father and Mother |
| **Flowers** | [ ]  We want the church Flowers | [ ]  Will provide our own flowers – details |
|      (who and when will flowers be delivered and arranged) |
| **Pew Ribbons** | [ ]  We want the church Ribbons | [ ]  Will provide our own Ribbons – details      |
|  |
| **Music** | [ ]  We want the church Organ | [ ]  Will have other Music – details      |
| [ ]  We have contacted the Organist |
| **Service Music** | **Procession** |       | **Signing** |       |
| **Recession** |       | Other? |       |
| **HYMNS** | [ ]  No Hymns (recommended)[ ]  Yes Hymn(s) (note: organ needed)  | Hymn(s)  | 1.       |
| 2.       |
| **2 Witnesses***usually Best M/Chief BM* | 1.       | 2.       |
| **Ushers (adults)** | 1.       | 2.       |
| **Bible Passage** | 1st       | 2nd (optional)       |
| **Bible Readers** | 1.       | 2.       |
| **Balance** | [ ]  We have paid our church expenses |
| Will the bride wear her veil over her face? [ ] No [ ] Yes >> Who will lift her veil?       |
| Number of **GUESTS** [ ]  Less than 50 [ ] 50-70 [ ] 80-100 [ ]  More =       |
| Bride+B/maids **CARS** [ ] 1 [ ] 2 [ ] 3  | **LIMOS** [ ] 1 [ ] 2 [ ] 3 | [ ]  Wheelchair or Special Needs? Details…      |
| Suburb Bride will leave from  |       | Time?  |       |
| Contact Number to call Bride (if needed) | Mobile :        | Who?       |

**Notes**