

6 Weeks to Go – Wedding Countdown Checklist

Goal: Finalize big-picture details and smooth out the small ones so your day feels effortless.

6 Weeks Before

- Final dress/suit fitting scheduled
- Confirm any alterations pickup date
- Meeting with officiant to finalize ceremony details
- Send song requests or 'do not play' list to DJ/band
- Review menu with caterer and confirm guest dietary needs
- Book hair and makeup trial (if not already done)
- Finalize transportation details for you, wedding party, and guests

5 Weeks Before

- Confirm all vendor arrival times & services (photographer, videographer, florist, etc.)
- Purchase any final accessories (jewelry, ties, shoes, etc.)
- Create ceremony program outline (if using)
- Finalize décor list with florist and/or decor rental company. Share with HP Wedding Coordinator
- Begin breaking in wedding shoes at home
- Finalize rehearsal dinner details and guest list
- Purchase Special Event Liquor License

4 Weeks Before

- Get your marriage license (check your local requirements!)
- Finalize seating chart draft
- Confirm playlist with DJ/band and ceremony musicians
- Schedule final venue walk-through with Christina and Jen
- Confirm honeymoon reservations & gather travel documents
- Purchase gifts for wedding party and parents
- Order liquor, beverages, ice based on Special Event License

3 Weeks Before

- Print ceremony programs, menus, or signage

- Confirm arrival/delivery times for rentals, flowers, and cake and share this with HP Wedding Coordinator
- Prepare final shot list for your photographer
- Have hair colored/trimmed if needed
- Finalize vows (and print them if reading aloud)
- Touch base with MC/host about announcements and timing
- Purchase event Liability Insurance for 5 million – Paul and Brenda Leenstra and Sunrise Floral must be named on the insurance *Send copy and copy of paid invoice to Christina

2 Weeks Before

- Give final guest count to caterer/venue
- Pack a Bridal Suite emergency kit (safety pins, double-sided tape, stain remover, etc.)
- Break in wedding shoes (final days!)
- Confirm rehearsal time with all key participants
- Send a final 'week-of' reminder to vendors
- Arrange for tip envelopes to be prepared

1 Week Before

- Send contact list for all vendors details to Day of Coordinator
- Pack overnight bag or honeymoon luggage
- Have a final dress/suit try-on
- Double-check décor and personal items are packed/ready for transport
- Hand over all important items (guest book, favors, signage, decor etc) to designated person that will bring to venue for Friday rehearsal/decorating
- Take a deep breath — you're ready to get married!