

WEDDING WEEKEND ITINERARY

This is a document we will send to your VIPs 1-2 weeks prior to the wedding. Please fill it out in detail to best inform all your key players of the important dates/times for your wedding weekend!



Couple's Name

Wedding Location(s):

Ceremony Venue Name:

Address

Phone Number

Wedding Day Manager / Cell

Reception Venue Name:

Address

Phone Number

Wedding Day Manager / Cell

Hotel(s):

Hotel Name

Address

Phone Number

Hotel Name

Address

Phone Number

Hotel Name

Address

Phone Number

Wedding Event Manager:

Name

Phone Number

Email

Day of Week, Date

BRIDAL LUNCHEON

- Departure time from hotel:
- Mode of Transportation:
- Arrival time at the restaurant:
- Location: name and address
- Restaurant departure time:
- Dress Code: what groom is wearing

- Tips: parking, traffic flow, cash only etc.

REHEARSAL

- Time:
- Location: (name and address)-
- Dress Code: what the bride and groom are wearing
- Tips: parking, traffic flows, etc.

REHEARSAL DINNER

- Time:
- Location: (name and address)
- Dress Code: what the bride and groom are wearing
- Tips: parking, traffic flows, etc.

WELCOME PARTY

- Time:
- Location: (name and address)
- Dress Code: what the bride and groom are wearing
- Tips: parking, traffic flows, etc.

Day of the Week, Date

BRIDE, BRIDESMAIDS, HOUSE PARTY, MOB, MOG (anyone else?)

HAIR AND MAKEUP

**Tip for success: ask your photographer when you need to be photo-ready, then factor in any transportation that will be required to get to the venue and back up your day from there, so you know when to start and stop beauty appointments.*

- Time: start and end time
- Location: (name and address)
- Food options:
- Schedule:

Hair/Makeup	Time	Stylist Name / Makeup	Time
Bridesmaid 1			
Bridesmaid 2			
Mother of the Bride			
Mother of the Groom			
Bride			

GROOM, GROOMSMEN, USHERS, FOB, FOG (anyone else?)

LUNCH

- Departure time from hotel:
- Mode of Transportation:
- Arrival time at the restaurant:

- Location: name and address
- Restaurant departure time:
- Dress Code: what groom is wearing
- Tips: parking, traffic flow, cash only etc.

ARRIVE AT VENUE

- Departure time from hotel:
- Mode of Transportation:
- Arrival time at Venue:

OFFICIANT, RING BEARER & FLOWER GIRL

Arrive to venue dressed and ready at __:__pm

FAMILY

Unless in pre-ceremony photos, please simply arrive as guests do. Remain by altar after the ceremony for family photos.

GENERAL WEDDING DAY TIMELINE *note, this will ebb and flow. **Your planner will fill out this portion based on the final timeline.**

TIME: ALL of the wedding party is dressed and ready to go

TIME: Bride is dressed

TIME: Bride/Groom First Look

TIME: Bride + Bridesmaids Photos

TIME: All Wedding Party Photos, tuck Bride away

TIME: Shuttle pick up begins at Hotel

TIME: Groom + Groomsmen Photos

TIME: Groom + Immediate Family Photo, tuck Groom away

TIME: Pre-Ceremony Cocktail Beings

TIME: Ceremony

TIME: Cocktail Hour for Guests (Family photos)

TIME: Grand Entrance of B/G

TIME: Dinner

TIME: Toasts, cake, first dances

TIME: Early departure Shuttle available

TIME: Bride and Groom Exit

Day of the Week, Date

BRUNCH

- Time:
- Location: (name and address)
- Dress Code: what the bride and groom are wearing
- Tips: parking, traffic flows, etc.