# DIY Bride's Guide



## DIY Project Tools, Ideas, Resources, and Inspiration

Including...

>> Wedding Checklist and Timeline
>> Day Of Schedule - Ceremony
>> Bride's Emergency Kit Checklist
>> Groom's Emergency Kit Checklist

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Dear DIY Bride,

Congratulations on your upcoming marriage! Your wedding should be the time to celebrate those things that matter most to you.

And what better way to do that than with a DIY Wedding.

If you're a bride on a budget or you want to showcase your personality at your wedding, then do-it-yourself projects are a fun way to infuse your creativity and individuality into your special day.

A DIY Wedding makes your wedding totally different from other weddings. It becomes a true reflection of you and your groom – something that can be both simple and beautiful and yet unique...that sets your wedding apart from other weddings.

You can choose as many DIY projects as you want to. You might, for example, choose a pre-wedding DIY project (like Save the Date cards) and then one or two projects for the ceremony and the reception.

Be sure to consider the cost of creating your own projects vs. having them done by a professional supplier. Some projects will require special equipment and materials.

Keep in mind that most DIY or handmade wedding projects take time to create and the more guests you have or the more involved your wedding is, the more time you'll need to devote to your DIY projects.

So...be sure to schedule plenty of time for your projects since many of them can be time consuming – especially when they're handmade and you're doing them yourself.

With my very best wishes to you and your husband for an exciting and happy wedding day!

## Mark

Mark Livingston WeddingMC.org

## **DIY Project Tools**

There are many DIY crafter tools you can buy – especially if you have a specific project in mind.

The list below is primarily for paper crafts since common DIY projects include Save the Date cards, invitations, menus, programs, and thank you cards.

#### 1. Paper Cutter

Of all your DIY tools, this will be one of your most valuable items - especially if you're creating paper products. In fact, I guarantee it will be your new best friend when it comes to many DIY projects - whether they're for your wedding or after your wedding.

You'll need this handy item for cutting and trimming paper and light cardstock.

Choose a cutter that will be appropriate for your immediate and subsequent crafting needs: You'll need either a small paper cutter or a large/heavy duty cutter depending on your requirements for your wedding and for future projects.

Use the gridlines and rulers on the cutter for consistency when cutting items.

In my experience, I've found the rotary cutter - my personal preference - to be better than the up-anddown, guillotine type since it often gives a cleaner and straighter cut depending on what you're cutting. The guillotine type of cutter can come in handy for cutting heavier stock, though.

Some paper cutters come with a "slide" blade for cutting or trimming and you can also get special "scoring" blades as well.

Make sure your blades are sharp for a cleaner cut and replace them when necessary.

#### 2. Scissors

Every good crafter needs a sharp pair of stainless steel or titanium scissors that can be relied upon to cut cleanly and leave a nice sharp edge. Find the best deal you can for a quality pair of scissors that feel comfortable when using because they will last for many years and provide good service if they are cared for.

There are also specialty scissors for different types of craft projects and purposes.

Sometimes you'll need general scissors for cutting paper or cardstock. Other times you'll need special scissors for creating a decorative trim or edge or effect - it all depends on the project you have in mind and the result you want.

#### 3. Bone Folder

Have you ever noticed that when you fold paper or cardstock the crease isn't always clean and there's a shiny mark along the fold? If that's happened to you - as it has to me - then a bone folder is the answer.

When you need to do a lot of folding or scoring – and you will if you're creating wedding invitations, envelopes, favor boxes, and cards - then a Teflon<sup>®</sup> bone folder will seem like a miracle.

When you rub this special bone folder along a fold it leaves a professional looking sharp crease – without leaving a glossy mark after you're done (which other types of bone folders can do).

Another advantage of the Teflon<sup>®</sup> bone folder is that it won't stick to ink or paint on your project - which means it won't leave your creation looking amateurish and messy.

A Teflon<sup>®</sup> bone folder should be your first choice and will be money well spent when you see the final result - I'm sure you'll be very pleased with it.

#### 4. Metal Ruler

I've owned a metal ruler for years. And while it's handy for drawing lines, I find it even more useful for cutting paper and light cardstock with an X-ACTO<sup>®</sup> knife. (If you try cutting those items with a plastic or wooden ruler, the knife blade invariably cuts into the ruler - which you don't want to have happen.)

A metal ruler will come in handy for all sorts of things but here's a tip if you're using it to cut paper or cardstock. Your metal ruler might come with cork on the bottom.

If your metal ruler does have cork on the bottom - like mine does - I've had a much better result for drawing lines and cutting light cardboard if you use it with the cork side facing UP and the metal part flat against the paper or cardboard.

#### 5. Plastic Ruler(s) - Clear

A large clear plastic ruler will make it much easier to see where to draw your lines on paper and cardboard.

Choose a large enough ruler that you can use comfortably. I use a 14" plastic ruler. I also use a plastic ruler that rolls along the surface - it saves time and sometimes it's quicker and easier to use than a flat ruler.

#### 6. X-ACTO® Knife (and extra blades)

This little gem is really handy to have when scissors won't do and it produces a very clean edge when cutting. Great for cutting paper or cardboard that doesn't fit in your paper cutter or for smaller

projects. (Be careful when using it - the blades are very sharp!)

#### 7. Glue™ Dots

The Glue<sup>™</sup> Dots I have in mind are double-sided, removable adhesive dots you use for sticking things together temporarily. You can find them at Walmart, Michael's, and other stores.

Best of all, you can remove joined pieces without leaving any sticky glue behind (it's a similar idea to that of a Post-it<sup>®</sup> Note)

Note: Some Glue<sup>™</sup> Dots are permanent. Make sure you order the correct type for your project.

The permanent ones attach items like buttons, jewelery, and more to paper, wood, and other surfaces.

#### 8. Cutting Mat

A cutting mat is especially handy for using with your X-ACTO<sup>®</sup> knife and prevents damaging your table surface.

#### 9. Zots™

Zots<sup>™</sup> are clear, double-sided adhesive dots that are perfect for attaching ribbons, buttons, beads, flowers, charms, accents, and other embellishments to your crafts.

They come in two types: permanent and removable.

#### 10. Therm-o-Web Super Tape

This is double-sided adhesive tape.

It's extremely strong and can be used for adhering beads and other embellishments to many types of surfaces.

Tip: It's very sticky so be careful when using this tape - there's no undoing what you've done once you've stuck it onto something without leaving a noticeable mess.

#### 11. Glue Gun and Glue Sticks

When tape and adhesive dots aren't the answer, you'll find a glue gun and replacement glue sticks will come in handy.

Be very careful with glue guns - their tips can get super hot and can burn and melt things - including your skin and the table surface.

#### 12. Spray Adhesive

Very handy for projects that require bonding pieces together permanently. Many times it can be quicker, easier, and more practical than using glue.

#### 13. Xyron Machine

A Xyron<sup>®</sup> machine is a handy item for the diy crafter. It can speed up your projects and produces a fine result.

There are lots of different machines - including creative stations - to choose from with different purposes for your do-it-yourself projects.

One example: The Xyron Creative Station<sup>™</sup> creates stickers, magnets, and labels and laminates items up to 5" wide.

#### 14. Pencils

For some projects, soft lead pencils are better than those that have hard lead – those with hard lead can leave marks after being erased. "B" leads are softer and blacker than "H" leads.

#### 15. Erasers

For a professional look use soft erasers that don't leave marks, smears, or smudges after lines have been erased.

I use STAEDTLER<sup>®</sup> white erasers with good success.

#### 16. Scoring Board (and scoring tool)

If you're making cards or boxes then a scoring board will make the job a lot easier when you want sharp fold lines.

Be careful when scoring your paper or cardstock that you don't press too firmly or you could cut it instead of scoring it.

X-ACTO<sup>®</sup> and Post-it<sup>®</sup> Note and Zots<sup>™</sup> and Glue<sup>™</sup>Dots and STAEDTLER<sup>®</sup> and Teflon<sup>®</sup> and Xyron<sup>®</sup> are trademarks or registered trademarks of their respective companies.



## **DIY Project Ideas**

A DIY project is an expression of your uniqueness. That's why you'll be joining hundreds of other DIY brides who want to inject their own unique style and personalities into their wedding to make it a day to remember. Here's just a small sampling of the projects you can do as a DIY Bride:

1. Introducing your own flair and personality by designing and printing pretty, elegant, unusual, fun, or humorous Save the Dates, invitations, ceremony and reception programs, place cards, table numbers, menus, small signs and many more one-of-a-kind items

2. Creating a fun and lively atmosphere at the reception by creating or embellishing the decorations with beautiful ornaments, centerpieces, and candle holders

3. Tempting your guests with "guilty pleasures" by making, decorating, or adorning the wedding cake, groom's cake, cupcakes, pies, candy stations, jams, desserts, and other tasty treats

4. Creating bouquets, boutonnieres, and table centerpieces using striking silk flowers or pretty inseason flowers or other materials including buttons, photos, vases, and other unique items

5. Creating a cherished keepsake photo album of the ceremony and reception and/or a unique guest book encouraging guests' comments for lasting memories of your perfect day

6. Accessorizing fashions including dresses, tuxedos, ties, shoes, and jewelry with meaningful touches that honor those closest to you as well as those who are no longer with you but who are not forgotten

7. Creating menus for beverages and food stations or constructing signage for directing guests to the ceremony and reception events

You can break down your DIY projects into main groups including:

- 1. Stationery
- 2. Gifts and favors
- 3. Tasty treats
- 4. Decorations
- 5. Flowers
- 6. Personal items and accessories
- 7. Children's projects (if children are attending your reception)
- 8. Signage

Or you can break down your DIY projects into events:

- 1. Pre wedding
- 2. Ceremony

- 3. Reception
- 4. Post wedding

Each of the DIY projects you choose will have significance throughout your wedding planning.

Some projects will relate to your ceremony while others will be for your reception.

And each project will have special requirements. Save the date cards and invitations, for example, will have special colors - possibly your theme colors - and fonts.

#### Here is a list of DIY wedding project ideas for you to select for your wedding:

- 1. Save the Date cards
- 2. Wedding Invitations
- 3. Centerpieces
- 4. Seating Plan
- 5. Table cards or table numbers
- 6. Favors
- 7. Signs including directional signs
- 8. Menus and menu sign (especially for food bars or stations)
- 9. Ceremony and/or Reception Programs
- 10. Bouquet
- 11. Wedding direction maps (to ceremony and reception)
- 12. Decorations (ceremony and/or reception)
- 13. Paper flowers
- 14. Ring pillow
- 15. Boutonnieres (flowers or small action figures)
- 16. Hairpieces and accessories
- 17. Thank you cards
- 18. Guestbook
- 19. Placecard holders
- 20. Corsages
- 21. Wedding Guest Lib advice cards marriage advice for the bride and groom
- 22. Kid's Wedding Activity Booklet (word search puzzles at:

#### http://www.armoredpenguin.com/wordsearch/)

- 23. Bridesmaids gift packs
- 24. Cake toppers
- 25. Song request cards for the DJ
- 26. Wedding programs including programs on a fan/paddle
- 27. DIY Candy Buffet
- 28. Will you be my bridesmaid invitations
- 29. Romantic garter

30. Bridal shower invitations

31. Bar sign

- 32. Out of town guests welcome bags
- 33. Cocktail and beverages menu
- 34. Banners ("Here comes the Bride" or "Just Married" or directional banners for the reception)
- 35. Chalkboard with menu or directions on it
- 36. Props for photos (decorate a bicycle, for example)
- 37. Fun and humorous items (caricatures, fun wedding advice cards, fun children's activity packs)
- 38. Wine labels
- 39. Sparkly shoes for the bride and bridesmaids
- 40. Posters
- 41. Card box or basket for Wedding Guest Lib advice cards
- 42. Fashion accessories (ties, socks, handkerchiefs)
- 43. Paper lanterns
- 44. Special "identifying" buttons for each member of the bridal party
- 45. Fabric squares for guests to write on to be made into a keepsake quilt (use hoops to keep the fabric tight for writing on)
- 46. Escort cards or tags (that could also be used as name tags)
- 47. Handmade clutches for bridesmaids
- 48. Wedding Pinãta
- 49. Brooch bouquet

50. Fun questionnaires (with caricatures of the bride and groom) about how the guests know the newlyweds

- 51. Flower sculptures or origami
- 52. Wedding cupcakes
- 53. Caricature coasters
- 54. Personalized coat hangers for the bride and groom
- 55. Candles handmade and colored
- 56. Photo album of the bride and groom so the guests can get to know them better

57. Memory table with photos of loved ones (father/mother/grandparents/cousins) who have passed away

- 58. Card (with photos) that introduces the members of your wedding/bridal party to your guests
- 59. Wedding website to keep in touch with your guests before and after the wedding
- 60. Flower basket for the flower girl(s)
- 61. Wedding reception

## **DIY Wedding Reception - Make It A FUN Celebration**

Many brides don't think about the reception as a DIY project, but in most cases it really is...unless you hire professionals to oversee everything.

In fact, if you do it yourself, you can save thousands of dollars and create a lifetime of memories of your wedding day.

One of your guests' most important memories will be your wedding reception where you and your husband are honored on your special day.

Your guests will delight in the personal and creative touches you bring to your wedding – whether it's the Save the Date cards or the menus or the centerpieces that you've designed and created.

But most of all, <u>they'll remember the fun time they enjoyed at your wedding</u> – from the Grand Entrance when you and your husband are introduced for the first time as "Mr. and Mrs." to the meal to the fun activities to the dancing to the final farewell.

Strangely enough...of all the things that take place on your wedding day, your guests will remember your reception - and what a FUN time they had - more than just about anything else.

Each segment of the reception is an opportunity to create a fun and memorable time.

Many brides plan their reception from start to finish. They have a vision of what their perfect day looks like.

You'll choose the venue.

You'll choose the decorations.

You'll choose the menu.

You'll choose the wedding cake.

You'll choose the centerpieces.

You'll choose the activities.

You'll choose the music.

And you'll choose the Wedding MC to oversee everything.

After all, it's your special day and you want to enjoy it with your closest friends and family and not have to worry about anything.

Your reception might include such things as:

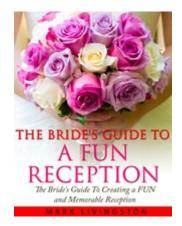
- 1. Activities
- 2. Entertainment
- 3. Cake cutting
- 4. Bouquet toss
- 5. Garter toss
- 6. Dancing
- 7. Final farewell

That's where the Wedding MC comes in – to take over the reins and make sure things flow smoothly throughout your reception.

Many Wedding MC's don't know what to do or what to say at the reception. And they don't know how to prepare an agenda and timeline – as well as choose guest activities – to ensure things run smoothly and everyone has a fun time.

Be sure to check out The Bride's Guide To A FUN Reception.

It's for the DIY Bride who wants her guests to have an <u>amazing</u> time at her wedding.



## **DIY Resources**

Now that you have some ideas on the types of DIY wedding projects you'd like to begin, you'll need supplies, tools, and how-to advice.

Ideas and projects can be overwhelming – particularly when you have so many items to attend to with your wedding planning. Sometimes it seems the more inspiration you get, the more your original project idea changes.

I suggest you stick with your original idea rather than making last minute (and sometimes time consuming and costly) changes.

If you're already a DIY crafter, you already have your favorite stores to shop. If not, we've included several sources for equipment and material as well as four DIY Wedding Project books that are not only inspirational but also show you how to do specific projects.

Keep in mind that other sources include Walmart, Michael's, Target, Dollar Stores, and specialty crafter's stores – both online and offline.

1. Paper and tools: <u>www.paper-source.com</u> (I've used Paper Source in the past and they have some terrific products.)

2. Paper cutter/trimmer: www.fiskars.com

3. Special crafter's equipment: www.xyron.com

4. Zots and Super Tape: www.thermoweb.com

5. <u>DIY Wedding Reception</u> - Save thousands of dollars and create a fun and memorable time for your guests with a DIY Wedding Reception. Checklists, planning sheets, games, activities, and more.

6. DIY wedding books: <u>www.amazon.com</u> or <u>www.amazon.ca</u> (or check for an Amazon store in your country)

>> The DIY Bride: 40 Fun Projects for Your Ultimate One-of-a-Kind Wedding by Khris Cochran

>> The DIY Bride An Affair to Remember: 40 Fantastic Projects to Celebrate Your Unique Wedding Style by Khris Cochran

>> Handmade Weddings: More Than 50 Crafts to Personalize Your Big Day by Eunice Moyle (Kindle

edition available)

>> The Handcrafted Wedding by Emma Arendoski

With some of these books you can "Look Inside" to see the Table of Contents and what projects they have listed.

Kindle editions don't need a Kindle for viewing – they can be viewed on your <u>personal computer</u> with special Kindle software from Amazon.com.

Go to <u>http://www.amazon.com/gp/kindle/pc/download</u> for installation instructions and the file download.

7. Magnets: <u>www.vistaprint.com</u>

8. <u>DIY Wedding Reception</u> - Save thousands of dollars and create a fun and memorable time for your guests with a DIY Wedding Reception. Checklists, planning sheets, games, activities, and more.

9. DIY Weddings Magazine - various formats (online, print, apps) available at: <u>http://www.diyweddingsmag.com</u>



## **DIY Project Inspiration**

Every DIY wedding project starts with an idea.

And what better way to get ideas than to be inspired from what other brides have created.

Of course, you don't want to be overwhelmed. So here is a short list of sources to get your creative juices flowing:

http://weddingmc.org/wedding-emcee-bride.html

http://lover.ly/wedding-inspiration

http://pinterest.com/beanhandmade/handmade-wedding/

http://www.diyweddingsmag.com

http://www.everythingetsy.com/2012/03/101-simple-handmade-wedding-ideas/

http://www.favecrafts.com/Wedding-Crafts/Do-It-Yourself-Wedding-Crafts-How-to-make-your-ownwedding-invitations-homemade-wedding-centerpieces-videos-and-more#

http://www.handmadeology.com/handmade-wedding-ideas-a-few-tried-and-true-projects-and-a-biglist-of-tutorials/



## Wedding Checklist and Wedding Timeline

Dear Beautiful Bride-to-be:

Congratulations on your upcoming wedding!

Here's a wedding checklist and timeline to help you plan an amazing wedding on your special day.

#### Immediately After The Proposal

- 1. Spread your exciting news among your close friends and family
- 2. Discuss with your fiancé whether you will have a religious ceremony or a civil ceremony
- 3. Decide on a date for your wedding
- 4. Arrange to meet with your minister/priest/rabbi to book ceremony venue (religious ceremony)
- 5. Book the officiant or registry office (civil ceremony)
- 6. Check legal requirements for your marriage license and arrange blood tests
- 7. Check requirements for posting your banns or notice of marriage (varies by location and religion)
- 8. Decide who will pay for what in consultation with parents
- 9. Choose your Maid/Matron of Honor and bridesmaids
- 10. Choose page boy/ring bearer and flower girl if applicable
- 11. Groom to select his Best Man and groomsmen

12. Create a tentative guest list (decide whether there will be children at the reception. If so, what are ages of those attending?)

13. Establish a working budget based on your tentative guest list (use wedding planning software or spreadsheets to keep track of deposits paid, expenses, and amounts due)

14. Discuss ceremony and reception venue options and make arrangements to view them. Decide on whether you will have an indoor or outdoor reception [\*important\*]

15. Book your venues for ceremony and reception. Sign contracts and pay any deposits that are required [\*important\*]

16. Decide on colors and theme

17. Order and mail Save the Dates

18. Hire a professional wedding planner and/or "day of" co-ordinator (optional)

#### 18 to 12 Months Before

1. Start shopping for your wedding dress. You'll need plenty of time for fittings, alterations, and custom design work

2. Select accessories (including lingerie) and wedding shoes once you've found your dress

3. Choose a second dress for the reception if you don't plan on wearing your wedding dress throughout the reception

4. Start shopping for bridesmaids dresses (when placing the order, make sure the fabric is from the same dye lot for color consistency)

5. Help with choosing outfits for flower girl and page boy/ring bearer

6. Choose a wedding photographer after reviewing their sample wedding portfolio. Make a deposit.

7. Choose a wedding videographer after reviewing their sample wedding portfolio. Make a deposit. (optional)

8. Arrange wedding insurance (optional)

9. Book the bridal or honeymoon suite for your wedding night (if applicable) or arrange honeymoon travel plans

10. Check passports – apply for new one and/or ensure existing passport expires at least 6 months after your honeymoon

11. Discuss menu and beverage options with your caterer. Arrange a menu tasting appointment - preferably with your fiancé accompanying you.

12. Book your DJ or band. Confirm timing/setup/Grand Entrance/special requests/background music/dining music/final farewell. Discuss play list and do not play list. (Most DJ's will have a selection

of songs available for you and your fiancé to review and will make recommendations). Sign contract and pay deposit.

13. Order your wedding cake after arranging a consultation and tasting appointment. Decide whether you will also have a Groom's cake.

14. Choose a honeymoon destination. Book your honeymoon travel arrangements, confirm accommodation, and pay deposit or balances due

15. Choose your wedding flowers and make a deposit. (Confirm with florist re: mockups, supply of flowers, bouquet, boutonnieres, and centerpieces (if you are having floral centerpieces).

16. Book transportation to and from your ceremony and reception venues. Also arrange transportation for your bridal/wedding party and parents (and grandparents) of the bride and groom

17. Create an online wedding site. You may wish to include the site's url (web address) on wedding stationery (optional)

#### 12 to 9 Months Before

1. Start any health/weight loss and beauty routines (remember this can affect your wedding dress fittings and alterations)

2. Confirm your menu and beverage choices with your caterer and/or reception venue

3. Review readings and music with minister/priest/rabbi and church organist (religious ceremony)

4. Order your wedding stationery (Save the Date stationery should have already been ordered and sent. Wedding programs (order of service) and stationery for reception may have to ordered closer to your wedding date once final details have been arranged)

5. Find out what visas, inoculations, and medications are required for your honeymoon destination

6. Order decorations, centerpieces (if they're not floral centerpieces), and rentals (linens, tables, chairs, flatware, china, crystal, tents) for reception venue

#### 9 to 6 Months Before

1. Arrange a consultation with your stylist/hairdresser. Have samples of styles to take with you to appointment. Decide whether you want an updo, downcurl, or other style.

2. Remind your fiancé to book/rent outfits and arrange fittings for himself and his groomsmen (as well

- as father of groom and father of bride)
- 3. Confirm your order of service and have it printed
- 4. Select gift registries and create a gift list

5. Order wedding favors – if you're having them (some couples dispense with wedding favors and give away prizes to the guests instead)

- 6. Plan your rehearsal dinner and arrange booking with restaurant
- 7. Select your wedding rings
- 8. Arrange appointment with make-up artist (trial run)
- 9. Discuss bachelorette/hen party plans with Maid/Matron of Honor

#### 6 to 4 Months Before

- 1. Send out invitations
- 2. Maintain a list of acceptances and regrets for final guest count (caterer/venues)

3. Confirm accommodation has been booked for out-of-town family members (if applicable)

4. Involve your Wedding MC in creating a wedding reception agenda and a fun reception celebration. This includes deciding on the reception timeline, entertainment, guest activities, traditions, and special requests to turn the reception into a celebration of your wedding day with your close friends and family. See <u>The Bride's Guide To A FUN Reception</u> [\*important\*]

5. Confirm day and time of your wedding rehearsal

6. Ensure your fiancé and his groomsmen/father of the bride/father of the groom have ordered their outfits and arranged for fittings

- 7. Appoint ushers for seating wedding guests
- 8. Choose gifts for bridal/wedding party and parents
- 9. Book beauty treatments including manicure and pedicure
- 10. Discuss and confirm special requests and play list choices (and do not play list) with your DJ or

band including special dances (First Dance, Father/Daughter dance, Mother/Son dance, etc.)

11. Prepare your wedding speech, if you're going to give one

12. Write your wedding vows

#### 2 Months to 6 Weeks Before

1. Contact (by phone or email) any guests from whom you have not received an RSVP

2. Confirm final guest numbers and menu details with your caterer and/or reception venue

3. Create special activities for children if they will be attending the reception

4. Have your final trial with your hairdresser (arrange for hairstyle you have selected for your wedding day)

5. Try on your wedding dress with all accessories (including lingerie) to see how it will look on your wedding day (keeping in mind any exercise or weight loss program you're on)

6. Create a seating plan/table layout for guests and bridal/wedding party. Decide how guests will be advised of seating plan (place cards or table plan on easel)

7. Finalize your wedding speech and practice delivering it in front of a friend or family member. Ask for feedback.

8. Re-confirm bookings for suppliers and deliveries to the reception venue including the wedding cake, flowers, and rentals

9. Re-confirm bookings for out-of-town guests' accommodation

10. Purchase travelers checks and foreign currency (if applicable) for honeymoon destination

11. Purchase clothing/swimsuit for honeymoon destination, if applicable

12. Create a "shot list" for your photographer and review with him/her (indicate whether you want "First Look" photographs and confirm time frames for taking photographs and for receipt of wedding album). Ensure necessary permits will be required, if necessary

13. Discuss ideas with videographer (if applicable)

14. Purchase new make-up to be used on your wedding day (if you are doing the make-up yourself)

15. Gently break in your wedding shoes so they feel comfortable on your wedding day (see Bride Emergency Kit for remedies if too tight)

- 16. Check tickets, passports, visas, and medications as well as any other travel requirements
- 17. Ensure marriage license is on hand and other requirements have been completed

#### **3 Weeks Before**

- 1. Have your final haircut or trim and color (touch up if needed) in preparation for your wedding
- 2. Attend your rehearsal dinner (distribute gifts)
- 3. Have your bachelorette/hen party
- 4. Attend any pre-wedding functions
- 5. Pack your Bridal Emergency Kit to take with you on your wedding day (include alternate shoes)
- 6. Pack Groom Emergency Kit for wedding day
- 7. Ensure decorations are on hand and decorating team is ready to decorate the reception venue
- 8. Prepare a "day of wedding" schedule (timings before ceremony)

#### **1 Week Before**

- 1. Attend wedding rehearsal (minister/priest/rabbi to be in attendance)
- 2. Pack for your honeymoon

3. Review last minute details with suppliers, venue personnel, rental companies, bridal/wedding party, ushers, and decorating team

- 4. Ensure you have safe transportation to airport or hotel after the reception
- 5. Attend beauty appointments (pedicure, manicure, etc.)
- 6. Confirm your hair and make-up appointments for your wedding day
- 7. Ensure someone is in charge of the guest book table and gift table at the reception

#### **The Day Before**

1. Arrange for luggage and other items (Bride and Groom's Emergency Kits) to be sent to reception venue on wedding day

- 2. Help decorate reception venue. (if required)
- 3. Relax and go to bed early

#### **Your Wedding Day**

1. Get up early. This is an exciting day for you!

2. Have a light – but filling - breakfast (you will have a long day ahead of you and you don't want to faint at the wedding because you were hungry)

- 3. Have your wedding hair and make-up done
- 4. Get dressed (you may need help from your attendants)
- 5. Photographer to take first photographs

6. Arrange for Maid/Matron of Honor (or bridesmaid) to take Bride Emergency Kit to wedding venue (Groom or Best Man should have the Groom's Emergency Kit with them)

#### **Order of Departure to Wedding Ceremony:**

1. The Mother of the Bride, Bridesmaids, flower girl, page boy/ring bearer leave first

2. The Bride and the Father of the Bride leave last (take your bouquet with you)

At the ceremony venue, make your entrance...and have a fantastic wedding day!

#### **After Your Wedding**

1. If you're changing your surname write to banks, doctor, dentist, motor vehicle department, credit card companies, employment personnel department, subscriptions, Income Tax department, and any other government departments you need to and advise them of your <u>name change</u> with this <u>Name</u> <u>Change Kit</u> (for U.S. residents)

2. Notify appropriate companies of your change of address, if applicable

3. Send thank you notes for gifts received (alternatively, send thank you notes immediately after you receive gifts)

4. Post updates on your wedding site (if applicable)

5. Upload to wedding site or distribute wedding photos once they are received from photographer

6. Ensure all wedding bills are paid.

7. Have your wedding dress preserved and stored

#### Notes:

1. Most vendors/suppliers won't consider an order confirmed until a contract is signed and a deposit is paid.

2. It's not recommended that you book suppliers/vendors over the internet, sight unseen. Always have personal interviews with suppliers/vendors and get references.

Check online (including forums) and the BBB for any complaints or legal actions against suppliers/vendors.

3. Book officiants, suppliers/vendors, and venues early – many are booked as much as 18 months or more in advance.

4. Do not leave things to the last minute. Always plan ahead and make sure things are going according to schedule.

5. Find out from your reception venue manager whether there are any restrictions or special requirements (such as noise restrictions, hours, other receptions taking place at the same time, serving of alcohol, etc.)

6. Once guests have confirmed they will be attending, send out ceremony, reception venue, and accommodation details and directions, menu choices, gift lists/registry details and any other information they will need. If you have a wedding site, include those details as well.

7. If reception venue is more than about 30 minutes away from ceremony, consider hiring transportation (bus) for guests. Ensure guests have safe transportation home after the reception – especially if they have been drinking.

8. Be aware of refund/cancellation and overtime policies of vendors

#### **Contingency Planning**

1. If it's an outdoor reception, have a "plan B" ready in case it rains (tent, flooring, indoor reception hall). And also be prepared for wind, hot sun, snow, and insects depending on the time of year.

2. Ask photographer what contingency plan is in place for photographs if it rains. Ensure location isn't being used by other couples on the same day (also ensure necessary permits are on hand or will be acquired before wedding day).

3. Ensure <u>Wedding MC</u> is advised of timings for wedding agenda and have someone contact MC on day of wedding in case photographs are taking longer than anticipated (re: arrival for Grand Entrance).

4. Discuss with wedding planner/caterer contingency plan if more guests show up than anticipated (tables and meals).



## Sample Day Of Wedding Timeline For a 4:30 pm Wedding

A "Day Of" schedule is particularly important to ensure everyone gets to the ceremony on time.

Ensure key players are provided with a "Day Of" schedule.

Assuming a 4:30 p.m. wedding ceremony at a church and group photographs taken after ceremony.

*Times can be adjusted accordingly depending on how far wedding ceremony location is from the bride's home.* 

**9:00 am** Bridesmaids arrive at Bride's home (designate a room or rooms for their clothing and makeup kits)

9:30 Bride and bridesmaids leave for hair and make-up (alternatively, the stylist arrives at the bride's home to do the hair styling). Allow sufficient time for everyone to have their hair done.

10:00 Bride and bridesmaids have their hair done

11:30 Bride and bridesmaids have their make-up done (alternatively, make-up artist arrives at bride's home)

1:00 pm Light lunch

1:30 Bouquet, bridesmaids' flowers, and boutonnieres arrive from florist

1:45 Photographer arrives (bride's portrait photographs taken once bride is dressed)

1:45 Bridesmaids, flower girl(s), ring bearer/page boy, Father of the Bride, and Mother of the Bride start dressing

2:00 Bride starts getting dressed (usually assisted by mother and/or bridesmaids)

2:30 Photographer takes bride's portrait photographs

2:30 Groom, best man, and groomsmen get dressed. Best man has ring(s). Groom has marriage license and gratuities.

3:00 Minister/priest/rabbi, ushers, choir/musicians, organist arrive at ceremony location (Ushers prepare to meet guests to assist them with seating)

3:15 Organist commences prelude music and guests are seated by ushers (allow at least 30 minutes to seat guests depending on size of guest list)

3:30 Transportation arrives at bride's location

3:45 Groom, best man, and groomsmen arrive at ceremony location (Best man is responsible for making sure groom arrives on time)

3:45 Mother of the bride, bridesmaids, flower girl(s), and ring bearer/page boy leave for ceremony location

3:55 Bride and Father of the Bride leave for ceremony location

4:00 Mother of the bride, bridesmaids, flower girl(s), and ring bearer/page boy arrive at ceremony location

4:15 Bride and Father of the Bride arrive at ceremony location

4:15 Groom and groomsmen line up at altar (cell phones are turned off)

4:20 Attendants/flower girl(s)/ring bearer/page boy come down the aisle before the bride (flower girl(s) may spread flower petals as she/they walk down aisle)

4:30 Organist plays wedding music

**4:30** Bride walks down the aisle with Father of the Bride (or other pre-arranged attendant)

4:31 Ceremony begins

Congratulations! You are now officially husband and wife.

After the ceremony and the wedding photographs have been taken, the bride and her handsome groom proceed to the <u>reception</u>.

The reception will have its own agenda and timeline and will usually be overseen by the Wedding MC.

### The Bride's Emergency Kit Checklist For Her Dream Wedding Day

Planning ahead by preparing a Brides Emergency Kit can reduce stress and help things go smoothly on your wedding day.

Prepare your Wedding Day Emergency Kit at least one week before your wedding day.

You can either take your Brides Emergency Kit with you on your wedding day or have your MOH take it for you.

Here are the suggested items to have in your Wedding Day Emergency Kit on your special day.

#### Beauty

- Hair brush, hair spray, comb, and curling iron
- Bobby pins and other hair accessories
- Clear nail polish | Nail polish remover
- Nail file, nail clippers, tweezers
- False nails, colored nail polish, nail glue, and toothpicks

#### Makeup

- Dusting powder
- Makeup all items and makeup remover
- Small towels and face towels (2 or 3 of each)
- Tissues | Mirror

#### Attire

- Panty hose (extras in right size and color)
- Buttons
- Safety pins of all sizes...from large to small
- Iron and towel or pressing cloth | Steamer (if recommended by bridal salon)
- Stain | Spot remover (recommended by bridal salon) | Static cling spray
- Slippers and shoe horn | Fast drying glue for broken heels
- Earring backs

#### Sewing Kit

• Needles, pins, thimble, and scissors

- Thread colored, white, and "invisible" for all of the gowns and dresses
- Tape (double-sided) for emergency "hemming"

#### Medical | Personal

- Prescription medications | Allergy medication
- Headache remedies
- Antacids or other stomach relief
- Smelling salts
- Tampons | Feminine hygiene products
- Antiseptic, cotton balls, and clear hypoallergenic bandages
- Suntan lotion | Hand lotion
- Breath mints and candy
- Toothpaste, toothbrush, dental floss, mouthwash
- Soap and/or hand sanitizer | Deodorant
- Perfume
- Glasses or contact lens solution | Eye drops

#### **Sundry Items**

- Bottled drinking water | Favorite energy snack
- Emergency telephone | Cell phone numbers (bridal party and service providers | vendors)
- Cell phone (make sure charged up) and/or coins for pay phone | Note paper
- Moist towelettes and bathroom tissue
- Your Bride's Wedding Thank You Speech

#### **Groom's Emergency Kit Checklist**

Your wedding day is one of the most important days of your life. So you don't want anything to spoil it.

The Groom's Emergency Kit is a select list of things to take with you on your wedding day.

We suggest you prepare your Groom's Emergency Kit at least one week before your wedding day.

#### The Essentials:

- > Cell phone and charger (make sure it's turned off during the ceremony and reception!)
- > Driver's license and credit card(s)
- > Money (small bills and coins) for tips and miscellaneous payments
- > Wedding rings (to be given to best man for safekeeping)
- > Wedding license (and pen)
- > Payment envelopes (for wedding vendors, officiant, church organist, and other key players)

#### Attire:

- > Dark dress socks to match suit or tuxedo (extra one or two pairs)
- > Extra shirt buttons (white) and thread that matches shirt
- > Extra pair of cufflinks
- > Ironed (and clean) white handkerchief
- > Lint brush
- > Sewing kit (needle, "invisible" and colored thread that matches suit or tuxedo, thimble, scissors)
- > Shoe shining kit (polish, brush, shining cloth)
- > Shoe laces (extra pair)

#### **Toiletries and Personal Care Items:**

- > Headache remedy | Antacid or stomach relief remedy
- > Comb or hair brush | Styling gel for hair
- > Allergy medication
- > Prescription drugs

> Adhesive bandages | Moleskin cloth (for blisters and cuts) [Gently break in your shoes before your wedding day!]

- > Breath mints or mouthwash/mouth spray
- > Toothpaste, toothbrush, dental floss
- > Deodorant
- > Insect repellent (if holding ceremony and/or reception outdoors)

- > Contact lens solution and extra pair of contact lenses (if required)
- > Glasses | Eye drops
- > Cologne
- > Shaving kit | Mustache or beard trimmer
- > Moist towelettes

#### **Miscellaneous:**

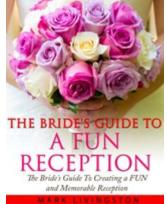
- > Bottled water | Favorite energy snack
- > Emergency telephone | Cell phone numbers (bridal party and service providers | vendors)
- > Umbrella or raincoat (for inclement weather)
- > Your Groom's <u>Wedding Thank You Speech</u>

The Bride's Emergency Kit Checklist and Groom's Emergency Kit Checklist are courtesy of <u>WeddingMC.org</u> - Showing DIY Brides and their Wedding MC's How To Create A FUN and Memorable Wedding Reception for Friends and Family

# Bride to be? Impress Your Guests With A <u>FUN</u> Reception!

The "Secret Formula" to creating a fun wedding reception starts with your Wedding MC...

## "Your Wedding Should Be <u>FUN</u>!"



Secret Strategies For Your Wedding MC To Make Your Wedding Reception A <u>Fun And Exciting Celebration</u>

Dear Beautiful Bride-to-be...

On your wedding day, one of the things you will remember forever is how much FUN you had. Imagine your guests exclaiming it was the BEST time they'd ever had at a wedding.

Laughter.

Wedding Games.

Dancing.

Romance.

Love.

They're all the ingredients to an unforgettable wedding celebration.

After all, there's nothing more thrilling than being with those you love and having fun with them as

they honor you and your new husband on your special day.

Celebrating your wedding starts with knowing...

## How To Turn Your Wedding Reception Into A FUN Party!

A FUN wedding reception has a totally different vibe to it.

It's lively.

It's vibrant.

It's upbeat.

It's festive.

The wedding guests are laughing...talking...and dancing.

They're having an amazing time and enjoying themselves.

Part of the secret to a FUN reception involves your Wedding MC - someone who knows how to "kick" the wedding reception into high gear for a fun time.

You see, there's a big difference between spending thousands of dollars on an elegant wedding reception and having a <u>fun</u> time.

Now it's time to <u>plan a FUN celebration</u> that complements - not overshadows - the elegance of your reception.

That's where your Wedding MC comes in - armed with the secrets revealed in <u>*The Bride's Guide To A</u></u><u><i>FUN Reception*</u>.</u>

Click the following link for *The Bride's Guide To A FUN Reception*...