



THE WEDDING OF



ON

(DATE)

Budget worksheet

TOTAL BUDGET AMOUNT	\$		Thank-you notes	\$	\$
Total Reception (45%)	BUDGET \$	ACTUAL	Total Transportation (5%)	\$	\$
Reception Site	\$		Wedding party transportation	\$	\$
Catering Drinks	\$	\$	<u> </u>		
Wedding Cake	\$ \$		T-+- [-++-:	¢.	Ċ.
Miscellaneous (e.g., security)	\$	\$	Total Entertainment (10%)	\$	
			Ceremony music	\$	
Total Attire (10%) Dress and veil	\$ \$	\$ \$	Reception music (e.g., Band, DJ)	\$	\$
Jewelry and shoes	\$	\$			
Hair and makeup	\$	_	Total Flowers (10%)	\$	
Lingerie	\$	\$	Ceremony arrangements	\$	\$
Groom's tux	Φ	.	Bouquets and Boutonniewres	\$	\$ <i>_</i>
Total Photography (10%)	\$	\$	•		\$
Photographer	\$	\$	Reception site arrangements	\$	\$
Videographer	\$	\$			
Bridal/Engagement photos	\$	\$	Total Miscellaneous (6%)	\$	\$
Total Stationery (4%)	\$	\$			
Invitations	\$		Gifts for each other, attendants		
Postage	\$	\$			
Ceremony programs	\$	\$	Wedding rings	\$	
Save-the-date notes	\$	\$	Marriage license	\$	\$

Sefore THE WEDDING

TWELVE TO SIX MONTHS BEFORE

second/third marriage. ☐ Select a wedding date and time ☐ Make a preliminary budget. ☐ Determine your wedding theme or style and colors. Plan your ceremony. ☐ Determine who will officiate the ceremony. ☐ Hire a wedding consultant if you plan to use one. ☐ Reserve your ceremony and reception location. Determine the size of your auest list. ☐ Start compiling names and addresses of quests. ☐ Select bridal attendants. ☐ Have fiancé select his attendants.

☐ Tell all family members.

☐ Talk to children, if this is a

- Plan reception.
- Check catering facilities, if at a club or hotel.
- ☐ Select a caterer, if one is necessary.
- ☐ Select a professional photographer and videographer.
- ☐ Select a musical service for reception and wedding.
- ☐ Select a professional florist.
- ☐ Select your dress and headpiece.
- ☐ Announce your engagement in the newspaper.
- ☐ Select bridesmaids' dresses. ☐ Select the men's wedding attire and reserve the right
- ☐ Select the engagement ring with fiancé if he has not already done so.

SIX TO TWO MONTHS BEFORE

SIX MONTHS BEFORE THE WEDDING

- ☐ Shop for wedding rings and other symbols of family unity.
- ☐ Make final arrangements for ceremony (deposits paid, contracts signed).
- ☐ Make sure all bridal attire is ordered.
- ☐ Have all mothers coordinate and select their dresses.
- Register for bridal registry.
- Complete the quest lists and compile them in order.
- ☐ Check the requirements for a marriage license.
- ☐ Start planning the honeymoon.
- ☐ Decide where you will live after the wedding.
- ☐ Begin to shop for the bride's trousseau.

TWO MONTHS BEFORE THE WEDDING

- Address the invitations and announcements, which should be mailed four to six weeks before the wedding.
- Order wedding cake, if not supplied by caterer.
- ☐ Finalize ceremony details with officiant.
- ☐ Make rehearsal arrangements.
- ☐ Plan bridesmaids' luncheon.
- ☐ Make appointments for hair, nails, and make-up.
- ☐ Arrange accommodations for out of town attendants, guests and family members.
- ☐ Finalize honeymoon plans.
- ☐ Make sure final musical arrangements are made for wedding and reception.



Tuvitations

COMPILE NAMES AND ADDRESSES OF GUESTS

☐ Bride's guest list Groom's guest list

ORDERING INVITATIONS

COST FOR EACH:

Pew cards

INVITATIONS



Contact your local newspaper to see what their announcement requirements are. Following are three traditional types of announcements and what to include in each.

ENGAGEMENTS

This is the first announcement for the paper. It includes the names of the bride-elect and groom-elect, city of residence, parents' names, time, date and place of wedding, names of grandparents, education and honors. The announcement of the engagement should be submitted no more than six months and no less than two weeks before the wedding date. A photograph can be submitted.

COUPLES ANNOUNCEMENT

This appears the Friday before the wedding. It includes basic reminder information of the weekend wedding and includes listings of parties given in honor of the bride and groom. This information should include the type of party, hosts, locations and dates.

WEDDINGS

Use this as a guide for what to include in

This is submitted after the wedding. Information should include the names of the couple, parents and grandparents; time, date and location of wedding; officiating minister's name; who gave the bride away; bride's attendants and bridesmaids; flower girls and ring bearer; best man and groomsmen; location of the reception; honeymoon location; and the city where the couple will be living. A photograph can be submitted.



your engagement announcement:
Full name of bride-elect
Complete address & phone
Full names of bride's parents
Full names of bride-elect's grandparents
Bride-elect's education information
Bride-elect's employment (job title & location)
Full name of groom-elect
Address & phone of groom -elect
Full names of groom's parents
Full names of groom's grandparents
Groom's education information
Groom's employment (job title & location)
Date, place and time of wedding (please be specific)

Clergy

Address:
Class location: Book officiant six months in
☐ Confirm fees
☐ Make sure officiant is available to attend
☐ Discuss your music plans with the officiant

Howers

HIRE A PROFESSIONAL FLORIST Florist	Flower girl Floral headpiece Groom's boutonnière Best Man's boutonnière Groomsmen's boutonnières Ring Bearer's boutonnière Mothers' corsages Fathers' boutonnières Flowers for helpers FLORAL DECORATIONS FOR CEREMONY SITE Arch/canopy Altar Candelabras Pews Aisles Windows FLORAL DECORATIONS FOR RECEPTION SITE Bride and groom's table Attendants' table	Parents' table Guest tables Buffet table Cake table Guest register table Gift table Champagne/punch table Wedding Cake Wedding Cake topper FLORAL DECORATIONS FOR RECEPTION SITE Bride and groom's table Attendants' table Parents' table Guest tables Guest table Guest register table Gift table Gift table Champagne/punch table Wedding Cake Wedding Cake
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CATERING & Medding CAKE

FIND A CATERER

Address
Establish menu
Establish guideline
Time food will be set out/served

If you are saving the top cake layer, make arrangements to have it taken home and preserved. Confirm all major details of your cake order one month in advance





2690 Stratford Rd. | Delaware, OH 43015 www.BarnatStratford.org manager@BarnatStratford.org

844-369-2276 (BARN)

- Flexible Options to meet your style and budget
- Officiant Services
- Day before set-up available
- Curated Local Vendor List
- Award Winning Professional Support



The ceremony

Decide on a wedding theme and style My Wedding Date & Time: _____ My Theme: _____ My Style/Colors:_____ Reserve the ceremony site Address: Phone: Contact:____ Find out if there are any restrictions on decorations, music, flowers, etc. Restrictions: ___ Pay deposits and sign agreement _____ Books officiant and budget fee Name: Address: Phone: _____ Fee:

Name:
Address:
Phone:
Book Photographer
Name:
Address:
Phone:
Book Florist
Name:
Address:
Phone:
Book Transportation
Name:
Address:
Phone:
Book Musicians
Name:
Address:
Phone:
Other Service
Name:
Address:

Is a Micro-Wedding right for you?

ave you ever considered a destination wedding, but long-distance travel was difficult for your loved ones? Do you want a celebration that is both intimate and affordable? Do you fear the stress of planning a "traditional" wedding?

Book wedding coordinator

Micro-Weddings are a growing trend for today's couples. Many couples are looking for an intimate ceremony with a relaxing reception. Micro-weddings are ideal for couples on a tight budget without sacrificing the style that adds to your moment.

The Barn at Stratford knows a thing or two about moments in history, and at The Barn, we know that your history begins with "I do." Our beautiful venue is owned by the Delaware County Historical Society, and every event, large or small, supports historical education and preservation in our community.



Micro-weddings are ideal for couples on a tight budget without sacrificing the style that adds to your moment.

Our Micro-Wedding package includes: 3-hour use of our entire property including your location choice of riverfront, willow tree, gazebo, barn side, or museum parlor. Chairs for outdoor seating for up to 30 guests, tables, linens, and rustic centerpieces for 4 guest tables and 1 sweetheart table.

Flowers for the couple, photographer, artisan cake, officiant, music, and ceremony planning consultation.

Mention this article and receive Complementary custom vow coaching when writing you own vows.

Melissa Stroupe Sales and Event Manager The Barn at Stratford www.thebarnatstratford.org 844-369-2276 manager@barnatstratford.org

-PAID ADVERTISMENT-



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— COUNTDOWN TO — Wedding day

ONE MONTH BEFORE THE WEDDING

Have a final fitting for your wedding gown and your bridesmaids' gowns. Have a formal bridal portrait

Complete all physical and dental appointments. Confirm details of photographer & videographer. Get a marriage license. Make transportation arrangements for the wedding day.

Purchase gifts for the attendants. Purchase gifts for fiance if gifts are exchanged. Have the bridesmaids luncheon.

Purchase going-away outfit. Keep a careful record of all gifts received to help with thank you notes. Make sure to have all accessories-toasting goblets, ring pillow, garter, candles etc.

Select a responsible person to handle guest book and determine its location.

TWO WEEKS BEFORE THE WEDDING

Attend to business and legal details; get the necessary forms to change names on. Social Security card, driver's license, insurance and medical plans, bank accounts, make a will. Prepare wedding announcements to be sent to the newspaper. Reconfirm accommodations for out-of-town guest. Arrange to have possessions and gifts delivered to your new home if moving. Finish addressing announcements to be mailed on the wedding day.

ONE WEEK BEFORE THE WEDDING

Contact guests and family who have not responded. Give final count to caterer and review details. Go over final details with all professional services you have engaged. Give photographer family information and a list of pictures you want. Plan toast for reception to include family members, children, etc. Give the videographer a list of shots your would like included in the video. Plan the seating arrangements. Plan line-up for the receiving line. Arrange for someone to assist with last minute errands and to help you dress on wedding day. Have a practice session with the hairdresser and make-up artist. Pack a suitcase for your honeymoon. Make sure you have a valid marriage license. Make sure all wedding attire is picked up and fits

properly. Have a rehearsal with all participants, reviewing their duties.

ON YOUR WEDDING DAY Be sure to eat something—

you have a big day ahead and many brides have been known to faint. Fix hair or have an appointment to have it done at least 3 – 4 hours before the ceremony. Make sure nails are done, allow plenty of time for make-up and make sure. you have all your accessories.

Start dressing one to oneand-a-half hours before the ceremony.

If pictures are being taken, have yourself and your attendants ready two hours before the ceremony. Have the music start 30 minutes before the ceremony.

Five minutes before the ceremony starts, have the groom's parents seated. Immediately before the procession, the bride's mother is seated and the aisle runner is rolled out.

THE wedding

Maid of Honor

Matron of Honor

Best Man

Flower Girl

Ring Bearer

Groomsmen

Dare To Be Different!



All Dress Shoes Expires 9/1/2024





206 James Way Rd., Marion, OH • 740-389-5775

Music

CEREMONY MUSIC

Decide on music budget:___ Estimated total cost: Cancellation policy? Yes No Equipment provided? Yes No Decide on type of music: _

Make sure there are no ceremony music restrictions. Audition Musicians: Audition Soloists: ____ Book Musicians: ___ Book Soloists:

Pay Deposits: _ Sign Agreements: _

Make musical selections for prelude:

Make musical selections for processional:

Make musical selections for ceremony: _

Make musical selections for recessional: Confirm major ceremony

details: Give copy of music to

officiant:

Have musicians attend

rehearsal:Site description:
Site rental fee:
Clergy fee:
Parking:
Handicap Accessible:

RECEPTION MUSIC

Decide on music budget: _ Estimated total cost: Cancellation policy:_ Equipment provided? Yes No Reception date: Reception location: _ Setup location:___ Type of music: _ Type of entertainment: _ Music restrictions: Time needed to set up: Music start time: Special requests? Yes No Setup location: Number of breaks needed: Recorded music interludes

Desired attire for musicians: Number of musicians:

Refreshments needed? Yes No

during breaks? Yes No

The reception

RESERVE THE RECEPTION

Reception site_ Address ____

etc. Find out what supplies are provided by the facility caterer, and purchase or rent supplies needed for the reception.

Guest register table

- ☐ Cake table ☐ Place card table
- Buffet tables

- Plastic/paper dinnerware
 Silver flatware
- Cloth napkins

- Plastic/paper table cloths
 Serving bowls/dishes

- Utensils
- Trays

 Bubbles, rice, birdseed, flower petals to toss

 Audio equipment

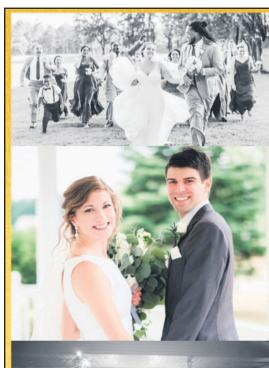
 Microphone
- Lighting
- Dance floor

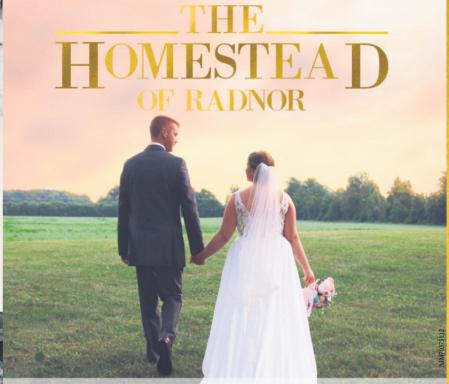
Tents Trash cans HIRE A CATERER, IF NOT PROVIDED BY FACILITY

Plan the menu

- HIRE THE WEDDING PROFESSIONALS
- Reception coordinator Band, DJ, or musicians
- Photography/videographer
- Caterer

- Bakery
 Master of Ceremonies
 Florist/decorator
 coordinator
- Transportation
- Confirm all reception details one month before the wedding.





2866 State Route 203 Radnor, OH • 740.361.0055 homesteadofradnor.com • homesteadofradnor@gmail.com

EPicture perfect

BUDGET

SELECT A PHOTOGRAPHER

Photographer
Address '
Phone Phone
Pay deposit and sign
agreement on

SCHEDULE SITTINGS FOR ENGAGEMENT AND BRIDAL PORTRAITS

DECIDE WHICH PHOTOS ARE NEEDED. Use photo checklist provided to let photographer know which pictures you want. Confirm all details two weeks before the

After the Wedding View proofs	

TRADITIONAL FORMAL

Bride and Mother
☐ Bride and Father
☐ Bride with Parents
Bride with Groom's Parents
Groom with Mother
Groom with Father
Groom with Parents
Groom with Bride's Parents
☐ Bride with Bridesmaids
☐ Groom with Groomsmen
☐ Entire wedding party
☐ Bride, Groom with
Grandparents, Godparents

- ☐ Exchange of vows

- Groom dancing with his

THINGS TO CONSIDER

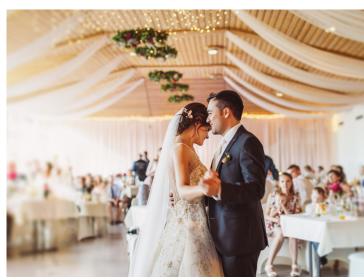
- 1. Assign someone to work with the photographer to let him or her know who "Grandma" is.
- 2. Do you want black & white photos, color photos or a combination?
- 3. Would you like portraits of the following to possibly use as an art piece?

Black and white is always a great choice for these:

- Bouquet
- Candles on a table
- Your bridal shoes
- Rings









Choosing a site

Location address:
Location phone:
Type of location:
Deposit required:
Cancellation policy:
Size description:
Clergy fee:
Parking:
Handicap Accessible: Yes No
HEME REHEARSAL TIMES & DATE
My Theme:
My style/colors:

Set up time:
End time:
GUEST
Number of guests invited:
Number of guests confirmed:
DRESSING ROOMS
Available: Yes No
Number Available:
Capacity:
DRESSING LOCATION
Bride:
Maid/Matron of Honor:
Bridesmaids:
Flower girl:
Best Man:















