

## Wedding Plan Check List

- Arrange the date and place of the Wedding Ceremony & Book the Reception venue.
- Compile a Wedding Guest List.
- Order Invitations, Order of Service Cards and any other stationary you may require.
- Choose Photographer and Florist (we can recommend our own florist, Jill Jeffries, and would be delighted to arrange for you to meet with her to discuss your requirements).
- Arrange transport for Wedding.
- Agree with manager of Reception location the arrangements for Menu, Wine, Cake, Flowers and approximate numbers.
- Plan wedding dress, accessories and clothes for attendants
- Book music for the Ceremony and Reception (we can assist you with arrangements for entertainment and music at the Manor House Golf Club)
- Check Fiancé has organised Rings, Wedding Night, Honeymoon and clothes for himself and the ushers.
- Send Invitations (8-10 weeks in advance)
- Arrange Flowers for the bridal party.
- Agree table plan and arrangement for place cards. We can print these for you at a small charge.
- Check the time it takes to get to the ceremony, and from the ceremony to the reception venue.
- Reconfirm timings, catering and final numbers, photographer, florist and transport (8 weeks beforehand)
- Book accommodation for out-of-town reception guests.
- Visit hairdresser to discuss wedding day requirements
- Buy going away outfit.
- Buy gifts for attendants. You may wish to have a look in our Golf Shop we can organise personalised crystal, glass or silverware, and of course golfing accessories and equipment!
- Wedding dress fitting with all accessories
- Change passport to married name and contact relevant authorities
- Rehearsal at place of ceremony.

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