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|  |  | | WORK BREAKDOWN STRUCTURE FOR A WEDDING | | | | | | | |  | | | | | | | | | | | | | |  | | |
| 06 \* 17 \* 2023 **Lisa & Theodor** | | | | | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  | **9-16 MONTHS BEFORE WEDDING** | | |  | **6-8 MONTHS BEFORE WEDDING** | | |  | **3-5 MONTHS BEFORE WEDDING** | | |  | | **1-3 MONTHS BEFORE WEDDING** | | | |  | | **WEDDING WEEK** | | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  | Create a file to keep wedding info organized |  |  |  | Select a photographer and videographer |  |  |  | Design invitations |  | |  | |  | Map out the ceremony with your officiant |  | |  | |  | Assign seating for the reception |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  | Plan your budget |  |  |  | Decide on entertainment |  |  |  | Plan your honeymoon |  | |  | |  | Purchase your wedding bands |  | |  | |  | Deliver gift bags to guests at the hotel |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  | Set a date and reserve a venue for the ceremony |  |  |  | Choose a caterer |  |  |  | Send save-the-date cards |  | |  | |  | Confirm times with all vendors |  | |  | |  | Put final payments for vendors into envelopes |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  | Create the guest list |  |  |  | Plan attire for the bride, groom, bridesmaids... |  |  |  | Reserve portable restrooms and outdoor lighting |  | |  | |  | Buy gifts for your wedding party |  | |  | |  | Confirm travel details and pack for your honeymoon |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  | Choose your wedding party |  |  |  | Reserve a block of hotel rooms for out-of-town guests |  |  |  | Book a florist |  | |  | |  | Send invitations |  | |  | |  | Breathe and enjoy as all your planning comes together! |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  | Hire a wedding planner to help with details |  |  |  | Register for gifts with at least three retailers |  |  |  | Arrange transportation for guests |  | |  | |  | Get your marriage license |  | |  | |  |  |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  | Have the engagement ring appraised |  |  |  | Look into coverage options for any new gifts you receive |  |  |  | Finalize the menu |  | |  | |  | Separate RSVPs as “attending” and “not attending” |  | |  | |  |  |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  | Choose an officiant for the ceremony |  |  |  |  |  |  |  | Address wedding invitations |  | |  | |  | Put together gift bags for out-of-town guests |  | |  | |  |  |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  | |  |  |  | | |  | | |
|  |  |  |  |  |  |  |  |  |  |  |  | |  | |  | [© TemplateLab.com](https://templatelab.com/) | | | | | | | | | | | | |