

Wedding Planning Worksheets

WEDDING

planner and guide

for the wedding of

to

date

time

location

Calendar Checklist

The following checklist is an ideal timetable. Couples who do not have as much time as shown should plan their wedding in much the same order, using the checklist as a guide. Be sure to check things off as they are completed.

immediately after the engagement:

- ☐ Discuss a budget and the size and style of the wedding with parents. Decide who pays for what.
- ☐ Choose a wedding date and time. You may want to check vendor availability prior to setting date.
- ☐ Create a binder to organize your thoughts, photos, worksheets, etc.
- ☐ If using a wedding consultant, enlist their services.
- ☐ Make initial contact with vendors and obtain references.
- ☐ Meet with clergy member; schedule pre-marital counseling.
- ☐ Reserve wedding and reception sites; make initial catering contacts.
- ☐ Register at local bridal registries.
- ☐ Hire photographer.
- ☐ Hire videographer.
- ☐ Make arrangements for the music at the wedding and reception.
- ☐ Make all transportation arrangements to and from the wedding and the reception. Consider hiring a limousine, party bus, trolley or horse-drawn carriage.

six months or more before:

- ☐ Compile the guest list.
- ☐ Send out Save the Date cards.
- ☐ Reserve a block of hotel rooms for out-of-town guests.
- ☐ Choose wedding rings.
- ☐ Send engagement announcement to newspapers.
- ☐ Select and order wedding gown, leaving ample time for delivery and alterations.
- ☐ Look for alteration specialist (if someone other than bridal shop).
- ☐ Select the attendants (bridesmaids and groomsmen). Choose and order bridesmaids dresses.
- ☐ Purchase invitations.
- ☐ Select one usher for every 50 guests.
- ☐ Schedule wedding cake design appointment. Get estimates. Book the date.
- ☐ Implement diet and exercise program.
- ☐ Plan beauty preparations by checking with your salon for how far in advance they book wedding parties.
- ☐ Complete all honeymoon plans. If traveling outside the country, check on visas, passports and inoculations.
- ☐ Sign up for dance lessons. Talk to instructor about choreographing a special dance routine to "wow" guests.
- ☐ Book vendors, securing dates by putting down deposit.

four months or more before:

- ☐ Confirm final details with the caterer.
- ☐ Order napkins and purchase any other items needed for the ceremony and reception. Check with the caterer to see what he/she includes.
- ☐ Order invitations (25 extra) and personal stationery or "Thank You" notes.
- ☐ Book engagement photo session with enough time to submit photos to local newspapers.
- ☐ Visit the photographer again to discuss specifics. Use the "Photography Worksheet."
- ☐ Get estimates and order flowers and floral arrangements for wedding and reception.
- ☐ Get estimates and order balloons, decorations and favors for wedding and reception.
- ☐ Book room for wedding night.

three months or more before:

- ☐ Order wedding rings. Allow time for any final engraving.
- ☐ Order tuxedos for the groomsmen and fathers.

two months or more before:

- ☐ Mail invitations (six weeks before the wedding; eight weeks to out-of-town guests).
- ☐ Buy a wedding gift for future spouse and gifts for attendants and helpers.
- ☐ Finalize arrangements of accommodations for out-of-town attendants and guests.

one month or more before:

- ☐ Ready all accessories, shoes and lingerie for bridal gown.
- ☐ Have beauty consultant do a trial run with bride's hair and makeup. Schedule this appointment on the day the bridal portrait is taken and/or a party is planned or schedule on the day of your final dress fitting to see exactly how you will look on wedding day.
- ☐ Have final fitting for bridal gown and bridesmaids' dresses.
- ☐ Have bridal portrait taken.
- ☐ Have groomsmen registered and measured at the formal wear store.
- ☐ Check with the newspapers on wedding announcement requirements.
- ☐ Finalize plans for rehearsal dinner.
- ☐ Plan seating arrangements for the rehearsal dinner and reception.
- ☐ Review this checklist to be sure nothing has been missed.
- ☐ Complete change-of-address information for post-office.
- ☐ Keep current with "Thank You" notes for shower and early wedding gifts.

two weeks before:

- ☐ Get the marriage license. Be sure to bring all needed documents.
- ☐ Inform or send rehearsal invitations including exact time and location to those who will attend the rehearsal and rehearsal dinner.
- ☐ Inquire about where bride, groom and attendants will dress for the ceremony.
- ☐ Review all details. Walk through the entire event considering things like parking, access for handicapped guests, etc.
- ☐ Confirm all transportation plans.
- ☐ Check in with caterer, photographer, videographer, musicians, DJ, florist, etc. to confirm all arrangements.
- ☐ "Break in" wedding shoes at home.

one week before:

- ☐ Appoint someone to act as an "organizer" to handle any last minute problems.
- ☐ Confirm honeymoon arrangements.
- ☐ Give a final guest count to the caterer.
- ☐ Pack for the honeymoon.
- ☐ Review final details for those in the wedding party.
- ☐ Enjoy a day with family and friends. Visit a day spa, have a massage, a facial and relax.

one day before:

- ☐ Attend the rehearsal and rehearsal dinner and give gifts to attendants.
- ☐ Give the rings and clergy's fee to the best man.
- ☐ Organize gown, accessories, etc. to go to ceremony.
- ☐ Get a manicure and pedicure.

on the wedding day:

- ☐ Mail wedding announcements.
- ☐ Get hair, makeup, etc. done.
- ☐ Enjoy the day!

Budget Expense Record

	estimated	actual
Bridal Gown (include Alterations)	_____	_____
Headpiece	_____	_____
Accessories	_____	_____
Hair/Make-up	_____	_____
Groom's Tuxedo	_____	_____
Bride's Rings	_____	_____
Groom's Ring	_____	_____
Stationery (Total from Worksheet)	_____	_____
Photography	_____	_____
Videography	_____	_____
Ceremony Musicians	_____	_____
Reception Entertainment	_____	_____
Wedding Cake	_____	_____
Flowers (Total from Worksheet)	_____	_____
Aisle Runner	_____	_____
Candles	_____	_____
Favors	_____	_____
Add'l Ceremony Decorations	_____	_____
Add'l Reception Decorations	_____	_____
Ceremony Officiant	_____	_____
Rental Equipment	_____	_____
Wedding License	_____	_____
Food/Beverage Catering	_____	_____
Rehearsal Dinner	_____	_____
Reception Hall Rental	_____	_____
Transportation	_____	_____
Bride's Attendants Gifts	_____	_____
Groom's Attendants Gifts	_____	_____
Bride's Gift	_____	_____
Groom's Gift	_____	_____
Honeymoon	_____	_____
TOTALS	_____	_____

The Bride's Trousseau

Bridal Gown

Store: _____

Telephone: _____

Address: _____

Consultant: _____

Gown Description (Color, Fabric, Lace, Style, etc.): _____

Price: _____

Date Ordered: _____ Date Promised: _____

Fitting Appointments:

(Be sure to bring proper undergarments and shoes to fittings)

Bridal Accessories

Headpiece & Veil: _____ Price: _____

Bra / Bustier: _____ Price: _____

Teddy / Body Stocking: _____ Price: _____

Stockings / Pantyhose: _____ Price: _____

Garter: _____ Price: _____

Petticoat / Slip: _____ Price: _____

Shoes: _____ Price: _____

Jewelry: _____ Price: _____

Wrap / Cape: _____ Price: _____

Other: _____ Price: _____

Something Old: _____

Something New: _____

Something Borrowed: _____

Something Blue: _____

The Attendants

The Maids

Name: _____ Phone: _____
Name: _____ Phone: _____
Name: _____ Phone: _____
Name: _____ Phone: _____
Name: _____ Phone: _____
Name: _____ Phone: _____
Name: _____ Phone: _____
Name: _____ Phone: _____

Dress Store: _____

Telephone: _____

Address: _____

Consultant: _____

Gown Description (Color, Fabric, Lace, Style, etc.): _____

Price: _____

Date Ordered: _____ Date Promised: _____

(Remind attendants they will need to make an appointment for fittings.

Advise them to bring proper undergarments and shoes to all fittings.)

Attendants Accessories

Shoes: _____ Price: _____

Jewelry: _____ Price: _____

Undergarments: _____ Price: _____

Handbags: _____ Price: _____

Wrap: _____ Price: _____

Other: _____ Price: _____

The Groomsmen/Ushers

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Tuxedos (Store): _____

Telephone: _____

Address: _____

Consultant: _____

Gown Description (Color, Designer, Style, etc.): _____

Price: _____ Date Measurements needed by: _____

Date Ordered: _____ Date Promised: _____

Measurements

[illegible]

Pre-Wedding Details

Engagement & Wedding Rings

Jeweler: _____ Phone: _____

Address: _____

Salesperson: _____

Description of Ring(s): _____

Price: _____

Invitations & Stationery

Stationer: _____ Phone: _____

Address: _____

Salesperson: _____

Date Ordered: _____ Date Promised: _____

Manufacturer: _____ Style #: _____

Quantities and Prices (Be sure to order extra and order everything at once.)

	Quantity	Price
Save-the-date Cards	_____	_____
Wedding Invitations	_____	_____
Response Cards	_____	_____
Thank You Cards	_____	_____
Napkins/Matchbooks	_____	_____
Announcements	_____	_____
Programs	_____	_____
Other	_____	_____

Total Cost: _____

Invitation • Announcement Wording Worksheet

Be sure all details (date, time, place) are secured before ordering invitations.

[illegible]

Gift Registry

The gift registry is the perfect opportunity for the bride and groom to set-up their household. It is wise for the couple to do this "wish-list" shopping trip together to be sure they choose items and styles both desire. Of course, they should keep in mind they probably won't receive everything they want, but it is a good way to get started.

Traditionally when people think of registries, they think of items like fine china, flatware and crystal. While some couples may shy away from the idea, many couples are discovering the incredible array of choices available, everything from fancy to contemporary or everyday casual. Today long-standing manufacturers have included lines that are dishwasher and microwave safe making china an ideal choice for everyday use. The registry is also the perfect time to begin the couples china, flatware or crystal collection, since these items, though desired, are often not purchased by the newlyweds themselves.

Other items to consider registering for include general housewares, linens and even electronics or sporting goods, depending on the couples interests and activities.

The following worksheets can be used to provide ideas of items to register for and to organize plans for the gift list. Once completed, a call to set an appointment with the store's registry department is recommended. Then take these forms to the stores of choice and enjoy "shopping!"

Stores Where Gifts are Registered

Store: _____

Address: _____

Registrar: _____

Telephone: _____

Website: _____

Store: _____

Address: _____

Registrar: _____

Telephone: _____

Website: _____

Store: _____

Address: _____

Registrar: _____

Telephone: _____

Website: _____

Store: _____

Address: _____

Registrar: _____

Telephone: _____

Website: _____

Dining / Serving

Formal Color Scheme: _____

Formal Dinnerware Manufacturer/Pattern: _____

Formal Glassware Manufacturer/Pattern: _____

Formal Flatware Manufacturer/Pattern: _____

Casual Color Scheme: _____

Casual Dinnerware Manufacturer/Pattern: _____

Casual Glassware Manufacturer/Pattern: _____

Casual Flatware Manufacturer/Pattern: _____

Table Size: _____ ☐ Tablecloths ☐ Placemats ☐ Cloth Napkins

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Ice Bucket | <input type="checkbox"/> Pitcher | <input type="checkbox"/> Wine Rack | <input type="checkbox"/> Decanter |
| <input type="checkbox"/> Punch Bowl Set | <input type="checkbox"/> Coasters | <input type="checkbox"/> Corkscrew/Opener | <input type="checkbox"/> Quiche Dish |
| <input type="checkbox"/> Serving Bowl | <input type="checkbox"/> Serving Platter | <input type="checkbox"/> Covered Casserole | <input type="checkbox"/> Soufflé Dish |
| <input type="checkbox"/> Chafing Dish | <input type="checkbox"/> Soup Tureen | <input type="checkbox"/> Gravy/Sauce Boat | <input type="checkbox"/> Bread Tray |
| | | | |
| <input type="checkbox"/> Serving Tray | <input type="checkbox"/> Tea Service | <input type="checkbox"/> Coffee Service | <input type="checkbox"/> Cream/Sugar |
| <input type="checkbox"/> Cake Plate | <input type="checkbox"/> Torte Plate | <input type="checkbox"/> Dessert Dishes (set) | <input type="checkbox"/> Compote |
| <input type="checkbox"/> Salt/Pepper | <input type="checkbox"/> Trivet | <input type="checkbox"/> Cheese Board | <input type="checkbox"/> Candle Sticks |
| <input type="checkbox"/> Candle Snuffer | <input type="checkbox"/> Napkin Rings | <input type="checkbox"/> Salad Bowl | <input type="checkbox"/> Nut Dish |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Other: _____ | | |

In the Kitchen

Color Scheme: _____ Table Size: _____

- | | | | |
|---|---------------------------------------|---|---|
| <input type="checkbox"/> Toaster | <input type="checkbox"/> Toaster Oven | <input type="checkbox"/> Coffee Maker | <input type="checkbox"/> Coffee Grinder |
| <input type="checkbox"/> Food Processor | <input type="checkbox"/> Blender | <input type="checkbox"/> Stand Mixer | <input type="checkbox"/> Hand Mixer |
| <input type="checkbox"/> Deep Fryer | <input type="checkbox"/> Slow Cooker | <input type="checkbox"/> Electric Skillet | <input type="checkbox"/> Steamer |
| <input type="checkbox"/> Wok/Utensils | <input type="checkbox"/> Can Opener | <input type="checkbox"/> Juicer | <input type="checkbox"/> Microwave Oven |
| <input type="checkbox"/> Skillet | <input type="checkbox"/> Saucepan | <input type="checkbox"/> Ice Cream Maker | <input type="checkbox"/> Stock Pot |
| <input type="checkbox"/> Tea Kettle | <input type="checkbox"/> Dutch Oven | <input type="checkbox"/> Roasting Pan | <input type="checkbox"/> Bakeware |
| <input type="checkbox"/> Bread Machine | <input type="checkbox"/> Baking Dish | <input type="checkbox"/> Mixing Bowls | <input type="checkbox"/> Measuring Set |
| <input type="checkbox"/> Cutlery Set | <input type="checkbox"/> Utensil Set | <input type="checkbox"/> Cookbook | <input type="checkbox"/> Wire Racks |
| <input type="checkbox"/> Oven Mitts | <input type="checkbox"/> Dish Towels | <input type="checkbox"/> Placemats | <input type="checkbox"/> Tablecloths |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Other: _____ | | |

For the Bedroom

Color Scheme: _____ Bed Size: _____

- | | | | |
|--|---|---|---------------------------------------|
| <input type="checkbox"/> Flat/Fitted Sheet | <input type="checkbox"/> Electric Blanket | <input type="checkbox"/> Pillow Case/Sham | <input type="checkbox"/> Blanket |
| <input type="checkbox"/> Throw Blanket | <input type="checkbox"/> Comforter/Duvet | <input type="checkbox"/> Bedspread | <input type="checkbox"/> Mattress Pad |
| <input type="checkbox"/> Pillows | <input type="checkbox"/> Breakfast Tray | <input type="checkbox"/> Other: _____ | |

For the Bathroom

Color Scheme: _____

- ☐ Bath Towel ☐ Hand Towel ☐ Face Cloth ☐ Bath Accessories
☐ Shower Curtain ☐ Bath Scale ☐ Bath Mats/Rugs ☐ Hair Dryer
☐ Showerhead Massage ☐ Other: _____

Around The House

Color Scheme: _____

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Television | <input type="checkbox"/> VCR / DVD | <input type="checkbox"/> Stereo Equip. | <input type="checkbox"/> Telephone |
| <input type="checkbox"/> Clock | <input type="checkbox"/> Camera Equipment | <input type="checkbox"/> Video Camera | <input type="checkbox"/> Home Computer |
| <input type="checkbox"/> Iron/Ironing Board | <input type="checkbox"/> Vacuum / Sweeper | <input type="checkbox"/> Extinguisher | <input type="checkbox"/> Tool Box |
| <input type="checkbox"/> Sewing Machine | <input type="checkbox"/> Luggage | <input type="checkbox"/> Lamps | <input type="checkbox"/> Frames |
| <input type="checkbox"/> Vases | <input type="checkbox"/> Planters | <input type="checkbox"/> Other: _____ | |

Other items not listed:

[illegible]

Showers

Shower No. 1

Host/Hostess: _____

Telephone: _____

Location/Address: _____

Date: _____

Time: _____

Type of Shower: _____

Gift

Giver

Thank You

[illegible]

Shower No. 2

Host/Hostess: _____

Telephone: _____

Location/Address: _____

Date: _____

Time: _____

Type of Shower: _____

Gift

Giver

Thank You

[illegible]

The Rehearsal

At the Ceremony Site

Rehearsal Date: _____ Time: _____

The Rehearsal Dinner

Site: _____

Address: _____

Phone: _____ Contact: _____

Date: _____ Time: _____

Menu: _____

Price: _____

Rehearsal & Rehearsal Dinner Guest List

Invite Sent	Guest Name
-------------	------------

 _____

 _____

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Figure 1 | *Phylogenetic tree of the 12 species of the genus *Phragmites* based on the *trnK* gene. The tree is rooted with *Phragmites communis* as the outgroup. The scale bar represents 0.1 substitutions per site. The species names are listed next to the corresponding branches.*

[illegible]

Figure 1 | *Phylogenetic tree of the 1000 Genomes Project*

Invite Sent	Guest Name
-------------	------------

 _____

 _____

 [Download](#)

Figure 1 | *Phylogenetic tree of the 1000 Genomes Project*

[illegible]

Figure 1 | *Phylogenetic tree of the 12 strains of *Salmonella* isolated from the study. The tree shows the relationships between the strains, with the 12 strains of *Salmonella* isolated from the study highlighted in red. The scale bar represents the genetic distance between the strains.*

Wedding Day Details

Beauty

Salon: _____

Telephone: _____

Address: _____

Stylist: _____

Appointments: 1) _____

2) _____

3) _____

4) _____

The Cake

Bakery: _____

Telephone: _____

Address: _____

Salesperson: _____

Date Ordered: _____ Date/Time Promised: _____

Price: _____

Delivery Information: _____

Transportation

Company Name: _____

Telephone: _____

Salesperson: _____

Type/Description (Carriage, Limo, etc.): _____

Pickup Date: _____ Time: _____

Length of Rental Time: _____ Capacity: _____

Cost: _____

Additional Time Charge: _____

Transportation Tips

Make sure the company you use is reputable, reliable and properly licensed and insured.

Do they have more than one vehicle in case of a breakdown?

Most transportation companies charge by the hour. You may need to provide an itinerary or at least have one in mind.

Think carefully about your scheduling time, you don't want to pay for a vehicle to sit idle while your pictures are being taken.

Don't forget to tip your driver.

Music

Ceremony Musicians: 1) _____

Telephone: _____ Price: _____

Ceremony Musicians: 2) _____

Telephone: _____ Price: _____

Musical Selections:

Processional: _____

Ceremony: _____

Recessional: _____

Reception Entertainers: 1) _____

Telephone: _____ Price: _____

Reception Entertainers: 2) _____

Telephone: _____ Price: _____

Musical Selections:

Bride & Groom's First Dance:: _____

Wedding Party Dance: _____

Couple / Parent's Dance: _____

Other Requests: _____

Photography

Studio Name: _____

Telephone: _____

Address: _____

Photographer's Name: _____

Price: _____

After marking your selections from the list below, make a copy of this checklist and take it to the photographer to discuss the photography plans. Be sure to specify which shots are posed, candid, in color or black & white.

before the ceremony

- | | |
|--|---|
| <input type="checkbox"/> Bride alone (in wedding gown) | <input type="checkbox"/> Groom alone (in tuxedo) |
| <input type="checkbox"/> Bride with her mother | <input type="checkbox"/> Groom with his mother |
| <input type="checkbox"/> Bride with her father | <input type="checkbox"/> Groom with his father |
| <input type="checkbox"/> Bride with both parents | <input type="checkbox"/> Groom with both parents |
| <input type="checkbox"/> Bride with maid/matron of honor | <input type="checkbox"/> Groom with best man |
| <input type="checkbox"/> Bride with bridesmaids | <input type="checkbox"/> Groom with groomsmen |
| <input type="checkbox"/> Bride fixing make-up/hair | <input type="checkbox"/> Groomsmen getting boutonnieres |
| <input type="checkbox"/> Attendants receiving flowers | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Parents receiving flowers | <input type="checkbox"/> Other _____ |

at the ceremony

- | | |
|---|---|
| <input type="checkbox"/> Guests outside of church | <input type="checkbox"/> Bride and groom saying vows |
| <input type="checkbox"/> Ushers escorting guests to seats | <input type="checkbox"/> Ring ceremony |
| <input type="checkbox"/> Bride's mother being seated | <input type="checkbox"/> Flower girl and ringbearer |
| <input type="checkbox"/> Groom's family being seated | <input type="checkbox"/> The kiss |
| <input type="checkbox"/> Bride and father entering church | <input type="checkbox"/> Bride and groom coming up aisle |
| <input type="checkbox"/> Groom and groomsmen at altar | <input type="checkbox"/> Bride and groom leaving church |
| <input type="checkbox"/> Attendants coming down aisle | <input type="checkbox"/> Bride and groom getting into car |
| <input type="checkbox"/> Bride and father coming down aisle | <input type="checkbox"/> Bride and groom in decorated car |
| <input type="checkbox"/> Giving-away ceremony | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Altar during ceremony | <input type="checkbox"/> Other _____ |

before the reception

- | | |
|--|--|
| <input type="checkbox"/> Bride and groom's hands | <input type="checkbox"/> Bride and groom with wedding party |
| <input type="checkbox"/> Bridesmaids looking at bride's ring | <input type="checkbox"/> Bride and groom with all parents |
| <input type="checkbox"/> Bride and groom | <input type="checkbox"/> Bride and groom with bride's family |
| <input type="checkbox"/> Bride with her parents | <input type="checkbox"/> Bride and groom with groom's family |
| <input type="checkbox"/> Bride and groom with honor attendants | <input type="checkbox"/> Bride and groom looking at each other |
| <input type="checkbox"/> Bride with bridesmaids | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Groom with groomsmen | <input type="checkbox"/> Other _____ |

At the Reception

Photography

- | | |
|---|---|
| <input type="checkbox"/> Bride and groom arriving | <input type="checkbox"/> Bride and groom cutting the cake |
| <input type="checkbox"/> Bride and groom going into reception | <input type="checkbox"/> Bride and groom feeding cake |
| <input type="checkbox"/> Receiving line | <input type="checkbox"/> Bride and groom toasting |
| <input type="checkbox"/> Bride and groom in receiving line | <input type="checkbox"/> Bride throwing bouquet |
| <input type="checkbox"/> Parents in receiving line | <input type="checkbox"/> Groom removing bride's garter |
| <input type="checkbox"/> Buffet table | <input type="checkbox"/> Groom throwing garter |
| <input type="checkbox"/> Cake | <input type="checkbox"/> Bride and groom dancing |
| <input type="checkbox"/> Bride and groom seated at table | <input type="checkbox"/> Decorations |
| <input type="checkbox"/> Bride dancing with her father | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Groom dancing with his mother | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Bride and groom talking with guests | <input type="checkbox"/> Other _____ |

Notes for the Photographer (Capture these moments / special people etc.): _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Videography

Studio Name: _____

Telephone: _____

Address: _____

Videographer's Name: _____

Price: _____

 Rehearsal

Pre-Ceremony

 Ceremony

 Reception

Videotape these Moments (ie., Bride & Groom's Dance, Cake Cutting, etc.): _____

This image shows a full page of blank handwriting practice paper. It features ten sets of horizontal guidelines. Each set consists of three lines: a solid top line, a dashed middle line, and a solid bottom line. These lines are evenly spaced across the entire page, providing a template for practicing letter formation and alignment. The paper is otherwise completely blank, with no margins or additional markings.

Reception Restroom Basket

Pamper the guests with simple comforts by placing a decorative basket filled with items listed below in the restrooms at the reception. This thoughtful basket will not only add a decorative touch but also may come in very handy for guests suffering from a variety of little troubles that may keep them from enjoying the celebration.

Ladies Room

Tissues

Bobby Pins

Emergency Mini

Sewing Kit (needle, thread, scissors)

Aspirin

Rolaids

Breath Mints

Band-Aids

Sanitary Napkins/

Tampons

Hand Lotion

Clear Nail Polish

Hair Spray

Body Spray

Men's Room

Tissues

Emergency

Mini Sewing Kit
(needle, thread,
scissors)

Aspirin

Rolaids

Breath Mints

Band-Aids

The Decor

Flowers

Florist: _____

Telephone: _____

Address: _____

Salesperson: _____ Date: _____

Delivery Date / Time / Place: _____

Description (Bouquet Style, Colors, Flower Types): _____

	quantity	unit cost	total price
Bridal Bouquet	_____	_____	_____
Floral Headpiece	_____	_____	_____
Honor Attendant Bouquet	_____	_____	_____
Bridesmaid Bouquet	_____	_____	_____
Flower Girl Bouquet	_____	_____	_____
Floral Headpieces	_____	_____	_____
Boutonnieres	_____	_____	_____
Corsages	_____	_____	_____
Altar Pieces	_____	_____	_____
Aisle & Pew Decorations	_____	_____	_____
Foliage	_____	_____	_____
Rentals	_____	_____	_____
Cake Top	_____	_____	_____
Cake Table	_____	_____	_____
Reception Centerpiece(s)	_____	_____	_____
Rehearsal Dinner Centerpiece(s)	_____	_____	_____
Other	_____	_____	_____
Total Cost	_____	_____	_____

Balloons/Decorations

Decorator: _____

Salesperson: _____ Telephone: _____

Address: _____

Delivery Date / Time / Place: _____

Description (Colors, Style, Shape): _____

Price: _____

Rentals

Store: 1) _____ Telephone: _____

Address: _____ Salesperson: _____

Items to Reserve for Ceremony / Reception: _____

Pickup/Delivery Date: _____ Time: _____

Return Date: _____ Time: _____

Deposit: _____ Cost: _____

Store: 2) _____ Telephone: _____

Address: _____ Salesperson: _____

Items to Reserve for Ceremony / Reception: _____

Pickup/Delivery Date: _____ Time: _____

Return Date: _____ Time: _____

Deposit: _____ Cost: _____

The Wedding Day

Ceremony Site

Site: _____

Address: _____

Phone: _____ Contact: _____

Officiant: _____

Date: _____

Ceremony Time: _____

Arrival Time: _____

Premarital Counseling Dates & Times: 1) _____

2) _____

3) _____

4) _____

Items to remember to bring to the ceremony site:

All clothing (if getting dressed on site) - gown, hosiery, shoes, veil etc.

All jewelry (bridal accessories, bridesmaids accessories, wedding rings)

Unity candle (and lighter if necessary)

Guest book and pen

Programs or bulletins

Flowers (if not delivered by florist) including corsages, boutonnieres, decorations, bouquets, etc.

Ceremony decorations

Send-off items (birdseed favors, bubbles, doves, butterflies or balloons)

Other: _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

The Reception

Site: _____

Address: _____

Phone: _____ Contact: _____

Date: _____ Time: _____

Price: _____

Caterer: _____

Menu: _____

Beverages: _____

Caterer will also provide: _____

Price: _____

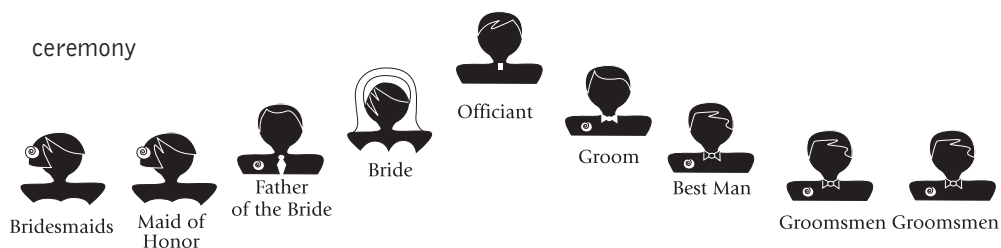
Special Notes: _____

Catering Tips

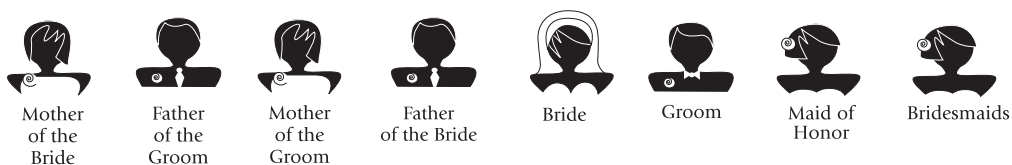
- Sample the food that will be served at your event.
- What's included? Utensils, plates, napkins, serving pieces, delivery and service etc.
- Who will serve the food? Who will clean up?
- Be sure there is enough serving space, electrical outlets and tables available at your location.
- Do you need to rent serving pieces or provide them? What items will need to be returned?
- If you pick up the food, is there refrigerator storage available at your location?
- Will the food be available for the entire reception?
- What will be done with any remaining food?
- Ask someone to oversee the caterers and bring storage containers for any extra food you may want to keep.

Traditional Line-ups

ceremony



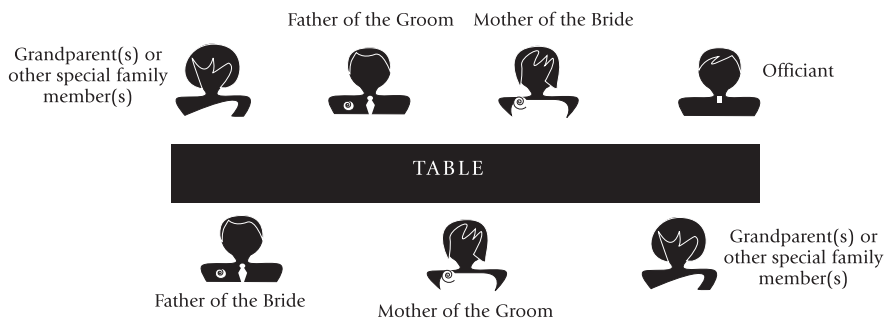
receiving line



head table (reception)



parents table (reception)



The Honeymoon

Travel Agency: _____

Address: _____

Phone: _____ Contact: _____

Destination: _____

Departure Date: _____

Return Date: _____

Travel Notes: _____

Packing List:

☐ HER Casual Outfit (s) (shirts, pants, shorts, shoes) _____

☐ HIS Casual Outfit (s) (shirts, pants, shorts, shoes) _____

☐ HER Formal Outfit (s) (dress, shoes) _____

☐ HIS Formal Outfit (s) (shirts, pants, shoes) _____

☐ HER Underwear ☐ Hosiery / Socks ☐ Bras ☐ HIS Underwear

☐ Sleepwear ☐ Swimwear ☐ Coat / Jacket ☐ Hats

☐ Make-up / Skin Care ☐ Toothpaste ☐ Tooth Brushes ☐ Deodorants

☐ Hair Brushes / Combs / Barettes, etc. ☐ Shave Cream / Razors / Aftershave

☐ Shampoo / Contitioners / Other Hair Care ☐ Lotions / Sunscreen / Bug Repellant

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____

Marriage

After Every Wedding Comes a Marriage

by Florence Littauer

If any of us thought we were going to get divorced, we would not bother to get married. If we didn't plan on a long-range relationship, we wouldn't invest money in homes, furniture, dishes, crystal and silver. Yet statistics show that 50% of those getting married will end up divorced, suffering through the separation of themselves, their children and their possessions. Why does this happen and how can you prevent a similar fate in your marriage?

In the 20 years that Fred and I have been counseling people with marriage problems, we have developed some principles that may make a major change in your perspective.

We fall in love with opposite personalities. Although we seek companionship and compatibility, we usually choose to marry someone who is nothing like us.

We subconsciously select a person who fills in our weak areas, and when we do, the two of us fit together and become one. The one who loves to talk marries one who likes to listen. The one who likes to lead marries one who is willing to follow. Optimists marry pessimists, extroverts marry introverts.

We focus on our mates weaknesses. Once we come home from the honeymoon we begin to notice faults in the other person. She doesn't keep the house in perfect order or cook like mother. He's constantly giving instructions and isn't loving like father. We find that marriage isn't what we thought it would be, and that we don't agree on much of anything.

We decide to make our partner over. Once we realize we've married a person with totally different standards and opinions, we begin to remake our mate in our image. If only we could turn the person we have into what we'd like him to be, we could be happy. We want the fun-loving one to get serious and organized, the deep thoughtful one to lighten up, the aggressive worker to slow down, and the easy going one to speed up. We set about to change what we have into a new model.

We get discouraged. When we discover that our mate is resistant to change and doesn't get excited over our "partner-improvement program," we get discouraged and wonder if perhaps we've married the wrong person.

We need help. Fred and I, without knowing what we were doing, fell into this negative pattern. We thought being in love was enough and we spent no time looking ahead to possible problems. We had such a fantastic wedding that it was featured in LIFE, May 18, 1953, but neither of us realized that after every wedding comes a marriage. When we got home from the honeymoon Fred announced, "Now I'm going to put you on your training program." I was shocked to find that he didn't like me as I was but only as he hoped I might become. He showed me that I didn't walk or talk right and that I didn't even preheat the dinner plates. He tried to make me over. I resisted the transformation, and we both became discouraged.

After 15 years of a declining marriage, we discovered the concept of the “4 Basic Temperaments,” and for the first time, had a tool to use in examining ourselves and accepting each other. We found help.

We can appreciate each others differences. Once I saw that I had been created as a Sanguine, an outgoing, fun-loving optimist, and that Fred was born a Melancholy, a deep, thoughtful, introspective introvert, I could understand that we had been attracted to each other's opposite strengths and discouraged by each others opposite weaknesses. Once we found out that we were naturally different and that one of us wasn't out to get the other, we began to accept each other as we were.

We can become one. Look over the following chart together and check off what characterizes you. Discuss your differences before getting married and realize that there is no perfect person. With every set of strengths come accompanying weaknesses, but when you two focus on your assets, you will fill each other's empty spaces.

SANGUINE: The Popular Person, The Born-entertainer, Likes parties, people and fun, Loves to talk, Wants to create excitement, Entertains everyone, Gets prize for best personality, Needs attention and approval, Has little organization or follow through, Gets Depressed when life's not fun, Controls by charm.

CHOLERIC: The Powerful Person, The Born-leader, Likes action and progress, Loves to work, Wants to motivate others, Directs everyone, Gets prize for most accomplishments, Needs obedience and appreciation, Has little tolerance for incompetence, Gets depressed when losing control, Controls by force.

PHLEGMATIC: The Peaceful Person, The Born-follower, Likes harmony and rest, Loves to relax, Wants to calm people down, Gets along with everyone, Gets prize for best liked, Needs peace and sense of worth, Has little self-motivation, Gets depressed over conflict, Controls by procrastination.

MELANCHOLY: The Perfect Person, The Born-thinker, Likes solitude and silence, Loves to plan, Wants to analyze everything, Sets standards for everyone, Gets prize for most intelligent, Needs support and sensitivity, Has little need for sociability, Gets depressed over imperfection, Controls by moods, Pessimistic, Introverted, Soft-Spoken, Drained by people.

Florence and Fred Littauer travel constantly and speak on marriage and personal relationships. Florence has written 15 books. For further study on the subject of understanding others, read, “After Every Wedding Comes A Marriage”, “Personality Plus”, or “Your Personality Tree”.

Discovering your personality type can be an enlightening experience and an excellent way to improve marriage communication. Based on the knowledge of your spouse's strengths and weaknesses, your communication will become more meaningful, your understanding and acceptance of your spouse more complete. The following test will help you establish which temperament you are, sanguine, phlegmatic, melancholy, or choleric, as well as point out the characteristics of each type.

The following charts are created by Fred Littauer.

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Personality Profile

DIRECTIONS: In each of the following rows of four words across, place an X in front of the one word that most often applies to you. Continue through all forty lines. Be sure each number is marked. If you are not sure of which word "most applies", ask your fiancé, spouse or friend. Now transfer all your X's to the corresponding words on the following page and add up your totals. Then visit weddingplanner-andguide.com to discover the personality strengths and weaknesses of you and your spouse.

- | | | | |
|-----------------------|-----------------------|--------------------|--------------------|
| 1 ___ Adventurous | ___ Adaptable | ___ Animated | ___ Analytical |
| 2 ___ Persistent | ___ Playful | ___ Persuasive | ___ Peaceful |
| 3 ___ Submissive | ___ Self-sacrificing | ___ Sociable | ___ Strong-willed |
| 4 ___ Considerate | ___ Controlled | ___ Competitive | ___ Convincing |
| 5 ___ Refreshing | ___ Respectful | ___ Reserved | ___ Resourceful |
| 6 ___ Satisfied | ___ Sensitive | ___ Self-reliant | ___ Spirited |
| 7 ___ Planner | ___ Patient | ___ Positive | ___ Promoter |
| 8 ___ Sure | ___ Spontaneous | ___ Scheduled | ___ Shy |
| 9 ___ Orderly | ___ Obliging | ___ Outspoken | ___ Optimistic |
| 10 ___ Friendly | ___ Faithful | ___ Funny | ___ Forceful |
| 11 ___ Daring | ___ Delightful | ___ Diplomatic | ___ Detailed |
| 12 ___ Cheerful | ___ Consistent | ___ Cultured | ___ Confident |
| 13 ___ Idealistic | ___ Independent | ___ Inoffensive | ___ Inspiring |
| 14 ___ Demonstrative | ___ Decisive | ___ Dry Humor | ___ Deep |
| 15 ___ Mediator | ___ Musical | ___ Mover | ___ Mixes Easily |
| 16 ___ Thoughtful | ___ Tenacious | ___ Talker | ___ Tolerant |
| 17 ___ Listener | ___ Loyal | ___ Leader | ___ Lively |
| 18 ___ Contented | ___ Chief | ___ Chartmaker | ___ Cute |
| 19 ___ Perfectionist | ___ Pleasant | ___ Productive | ___ Popular |
| 20 ___ Bouncy | ___ Bold | ___ Behaved | ___ Balanced |
| 21 ___ Blank | ___ Bashful | ___ Brassy | ___ Bossy |
| 22 ___ Undisciplined | ___ Unsympathetic | ___ Unenthusiastic | ___ Unforgiving |
| 23 ___ Reticent | ___ Resentful | ___ Resistant | ___ Repetitious |
| 24 ___ Fussy | ___ Fearful | ___ Forgetful | ___ Frank |
| 25 ___ Impatient | ___ Insecure | ___ Indecisive | ___ Interrupts |
| 26 ___ Unpopular | ___ Uninvolved | ___ Unpredictable | ___ Unaffectionate |
| 27 ___ Headstrong | ___ Haphazard | ___ Hard to Please | ___ Hesitant |
| 28 ___ Plain | ___ Pessimistic | ___ Proud | ___ Permissive |
| 29 ___ Angered Easily | ___ Aimless | ___ Argumentative | ___ Alienated |
| 30 ___ Naive | ___ Negative Attitude | ___ Nervy | ___ Nonchalant |
| 31 ___ Worrier | ___ Withdrawn | ___ Workaholic | ___ Wants Credit |
| 32 ___ Too Sensitive | ___ Tactless | ___ Timid | ___ Talkative |
| 33 ___ Doubtful | ___ Disorganized | ___ Domineering | ___ Depressed |
| 34 ___ Inconsistent | ___ Introvert | ___ Intolerant | ___ Indifferent |
| 35 ___ Messy | ___ Moody | ___ Mumbles | ___ Manipulative |
| 36 ___ Slow | ___ Stubborn | ___ Show-off | ___ Skeptical |
| 37 ___ Loner | ___ Lord-over-others | ___ Lazy | ___ Loud |
| 38 ___ Sluggish | ___ Suspicious | ___ Short-tempered | ___ Scatterbrained |
| 39 ___ Revengeful | ___ Restless | ___ Reluctant | ___ Rash |
| 40 ___ Compromising | ___ Critical | ___ Crafty | ___ Changeable |

Personality Scoring Sheet

Strengths

	SANGUINE POPULAR	CHOLERIC POWERFUL	MELANCHOLY PERFECT	PHLEGMATIC PEACEFUL
1	___ Animated	___ Adventurous	___ Analytical	___ Adaptable
2	___ Playful	___ Persuasive	___ Persistent	___ Peaceful
3	___ Sociable	___ Strong-willed	___ Self-sacrificing	___ Submissive
4	___ Convincing	___ Competitive	___ Considerate	___ Controlled
5	___ Refreshing	___ Resourceful	___ Respectful	___ Reserved
6	___ Spirited	___ Self-reliant	___ Sensitive	___ Satisfied
7	___ Promoter	___ Positive	___ Planner	___ Patient
8	___ Spontaneous	___ Sure	___ Scheduled	___ Shy
9	___ Optimistic	___ Outspoken	___ Orderly	___ Obliging
10	___ Funny	___ Forceful	___ Faithful	___ Friendly
11	___ Delightful	___ Daring	___ Detailed	___ Diplomatic
12	___ Cheerful	___ Confident	___ Cultured	___ Consistent
13	___ Inspiring	___ Independent	___ Idealistic	___ Inoffensive
14	___ Demonstrative	___ Decisive	___ Deep	___ Dry Humor
15	___ Mixes Easily	___ Mover	___ Musical	___ Mediator
16	___ Talker	___ Tenacious	___ Thoughtful	___ Tolerant
17	___ Lively	___ Leader	___ Loyal	___ Listener
18	___ Cute	___ Chief	___ Chartmaker	___ Contented
19	___ Popular	___ Productive	___ Perfectionist	___ Pleasant
20	___ Bouncy	___ Bold	___ Behaved	___ Balanced
	___ TOTALS	___ TOTALS	___ TOTALS	___ TOTALS

Weaknesses

	SANGUINE POPULAR	CHOLERIC POWERFUL	MELANCHOLY PERFECT	PHLEGMATIC PEACEFUL
21	___ Brassy	___ Bossy	___ Bashful	___ Blank
22	___ Undisciplined	___ Unsympathetic	___ Unforgiving	___ Unenthusiastic
23	___ Repetitious	___ Resistant	___ Resentful	___ Reticent
24	___ Forgetful	___ Frank	___ Fussy	___ Fearful
25	___ Interrupts	___ Impatient	___ Insecure	___ Indecisive
26	___ Unpredictable	___ Unaffectionate	___ Unpopular	___ Uninvolved
27	___ Haphazard	___ Headstrong	___ Hard-to-please	___ Hesitant
28	___ Permissive	___ Proud	___ Pessimistic	___ Plain
29	___ Angered Easily	___ Argumentative	___ Alienated	___ Aimless
30	___ Naive	___ Nervy	___ Negative Attitude	___ Nonchalant
31	___ Wants Credit	___ Workaholic	___ Withdrawn	___ Worrier
32	___ Talkative	___ Tactless	___ Too Sensitive	___ Timid
33	___ Disorganized	___ Domineering	___ Depressed	___ Doubtful
34	___ Inconsistent	___ Intolerant	___ Introvert	___ Indifferent
35	___ Messy	___ Manipulative	___ Moody	___ Mumbles
36	___ Show-off	___ Stubborn	___ Skeptical	___ Slow
37	___ Loud	___ Lord-over-others	___ Loner	___ Lazy
38	___ Scatterbrained	___ Short Tempered	___ Suspicious	___ Sluggish
39	___ Restless	___ Rash	___ Revengeful	___ Reluctant
40	___ Changeable	___ Crafty	___ Critical	___ Compromising
	___ TOTALS	___ TOTALS	___ TOTALS	___ TOTALS

COMBINED TOTALS:
