# Planning Checklist

The wedding planning checklist has not been structured in the traditional timeline manner as we know that everyone works to different timescales. Instead, we have tried to group like items together and include prompts which we hope will make planning your wedding abroad a little easier.

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| SELECT WEDDING DESTINATION | | | | | Notes | | |
|  | Select your wedding abroad destination. | | | |  | | |
| Information with solid fill | ***For more information:***[*https://www.weddingsabroadguide.com/wedding-destinations-abroad.html*](https://www.weddingsabroadguide.com/wedding-destinations-abroad.html)  ***TIP****: To help, we suggest using the* ***Destination & Location Comparison Spreadsheet*** *found in the Destination/Location Section of the* [*Wedding Abroad Complete Planning Tools Kit*](https://weddingsabroadguide.mykajabi.com/offers/U9prx6gL/checkout) | | | |  | | |
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| **WEDDING NON NEGOTIABLES / VISION** | | | | | | | |
|  | Determine the vision for your day, i.e. how do you imagine the look, feel and tone of your day – intimate and luxurious, all day beach BBQ etc. | | | |  | | |
|  | Determine your non-negotiables, e.g., what is most important to you as a couple, what areas are you not willing to make compromises. | | | |  | | |
|  | Prioritise the different components of your wedding. For example, is it more important to have a great photographer than a string quartet? | | | |  | | |
| Information with solid fill | ***TIP:*** *To help, we suggest you complete a).the* ***Pre Wedding Worksheet*** *& b).the* ***Vision & Priorities Worksheet*** *found in the Pre Wedding Planning Section of the* [*Wedding Abroad Complete Planning Tool Kit*](https://weddingsabroadguide.mykajabi.com/offers/U9prx6gL/checkout) | | | |  | | |
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| **SET WEDDING BUDGET** | | | | | | | |
|  | Set your wedding budget, determine how much you are comfortable spending on your wedding. | | | |  | | |
|  | Decide if your wedding budget includes wedding attire and pre / post wedding activities. | | | |  | | |
|  | Set aside 10 to 15% of the total wedding budget as a contingency / buffet against last minute or hidden costs. | | | |  | | |
| Information with solid fill | Set up a wedding budget spreadsheet / tracker.  ***TIP:*** *We suggest you use either the* ***Simple Budget Spreadsheet*** *or* ***Detailed Budget Spreadsheet & Payment Tracker****, specifically designed for a wedding abroad found in the Budget Section of the* [*Wedding Abroad Complete Planning Tool Kit*](https://weddingsabroadguide.mykajabi.com/offers/U9prx6gL/checkout) | | | |  | | |
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| **CONFIRM LEGAL & RESIDENCY REQUIREMENTS** | | | | | | | |
|  | Contact the Foreign Embassy or Consulate to confirm the legal & residency requirements to get married in the country of your choice. | | | |  | | |
|  | Understand the timeframe & the steps that must be completed to ensure your marriage can take place. | | | |  | | |
| Information with solid fill | ***For more information:*** [*https://www.weddingsabroadguide.com/wedding-abroad-documentation.html*](https://www.weddingsabroadguide.com/wedding-abroad-documentation.html) | | | |  | | |
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| **SELECT WEDDING DATE** | | | | | | | |
|  | Decide what time of year you would like to get married & select a preferred date. | | | |  | | |
| Information with solid fill | ***For more information:*** [*https://www.weddingsabroadguide.com/get-married-abroad.html*](https://www.weddingsabroadguide.com/get-married-abroad.html) | | | |  | | |
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| **COMPILE GUEST LIST** | | | | | | | |
|  | Think about who you would like to spend your wedding day with & compile a guest list. | | | |  | | |
|  | Speak to guests as early as possible in order to estimate the numbers that may attend. This will help when speaking to Wedding Planners, Tour Operators, Suppliers and choosing your wedding venues. | | | |  | | |
| Information with solid fill | ***For more information:*** [*https://www.weddingsabroadguide.com/wedding-guest-list.html*](https://www.weddingsabroadguide.com/wedding-guest-list.html) | | | |  | | |
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| **DECIDE HOW TO PLAN YOUR WEDDING ABROAD** | | | | | | | |
|  | Determine the style of wedding you would like to have & how much involvement you would like to have in its planning. | | | |  | | |
|  | Decide if you would like to use a Wedding Planner, a Tour Operator or plan your wedding yourself. | | | |  | | |
| Information with solid fill | ***For more information:*** [*https://www.weddingsabroadguide.com/organise-a-wedding-abroad.html*](https://www.weddingsabroadguide.com/organise-a-wedding-abroad.html) | | | |  | | |
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| **DECIDE IF YOU WILL HAVE EXTRA WEDDING CELEBRATIONS** | | | | | | | |
| Information with solid fill | When getting married abroad most couples hold extra activities and celebrations.  ***For more information:*** [*https://www.weddingsabroadguide.com/extra-celebrations.html*](https://www.weddingsabroadguide.com/extra-celebrations.html) | | | |  | | |
|  | Decide if you will have a rehearsal or pre-wedding day dinner. | | | |  | | |
|  | Decide if you will have a post wedding day breakfast or lunch. | | | |  | | |
|  | If you are holding extra celebrations investigate & book appropriate venues. | | | |  | | |
|  | Decide if you will organise group sightseeing activities. Investigate possible activities. | | | |  | | |
|  | Decide if you will have a party upon your return home. If yes, add this to your budget, compile a guest list and investigate & book venue. | | | |  | | |
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| **SELECT WEDDING SUPPLIERS** | | | | | | | |
|  | [Wedding Planner](https://www.weddingsabroadguide.com/destination-wedding-planner.html) or [Tour Operator](https://www.weddingsabroadguide.com/category/suppliers/worldwide-wedding-travel-consultant) | | |  | Wedding party transportation for wedding day | | |
|  | Ceremony Venue | | |  | Guest transportation for wedding day | | |
|  | Celebrant / Priest | | |  | Babysitter for wedding day or evening reception | | |
|  | [Reception Venue](https://www.weddingsabroadguide.com/wedding-venues-abroad.html) | | |  | Hairdresser | | |
|  | Caterer | | |  | Make-Up Artist | | |
|  | Florist | | |  | Beauty Therapist | | |
|  | Wedding Cake Supplier | | |  | Rental Equipment Companies - Marquee, Furniture, Lighting, Sound System etc. | | |
|  | [Photographer](https://www.weddingsabroadguide.com/destination-wedding-photographer.html) | | |  | Party & Wedding Supply Shop | | |
|  | [Videographer](https://www.weddingsabroadguide.com/destination-wedding-photographer.html) | | |  | [Wedding Insurance](https://www.weddingsabroadguide.com/wedding-abroad-insurance.html) | | |
|  | Musicians for ceremony | | |  | Travel Insurance | | |
|  | Band or DJ for reception | | |  | [Currency Exchange Service](https://www.weddingsabroadguide.com/currency-exchange-tips.html) | | |
|  | [Gift List Registry](https://www.weddingsabroadguide.com/wedding-gift-list.html) | | |  | Suit Hire or Suit Shop | | |
|  | [Wedding Invitation Designer](https://www.weddingsabroadguide.com/category/suppliers/worldwide-wedding-stationery) | | |  | Jewellers | | |
|  | Stationery Supplier / Printer | | |  | Hotels / Accommodation | | |
|  | Airlines | | |  | Venues for extra celebrations and activities | | |
|  | Bridal Shop | | |  | Translator | | |
|  | Bridal Shoe Shop | | |  | Foreign Embassy or Consulate | | |
|  | Lingerie Shop | | |  |  | | |
| Information with solid fill | ***For more information:***  [*https://www.weddingsabroadguide.com/wedding-abroad-suppliers.html*](https://www.weddingsabroadguide.com/wedding-abroad-suppliers.html) | | | |  | | |
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| **PLAN WEDDING CEREMONY** | | | | | | | |
|  | Determine what type of ceremony you would like to have Civil, Religious, or blessing. | | | |  | | |
|  | Determine if it is possible to have this type of ceremony at your chosen wedding destination. | | | |  | | |
|  | Determine where you would like to hold your ceremony & if this is possible. E.g., beach, reception venue, garden. | | | |  | | |
|  | Determine what customs & traditions you would like to incorporate into your wedding ceremony. | | | |  | | |
|  | Choose the music for your ceremony. | | | |  | | |
|  | Choose readings for your ceremony. | | | |  | | |
|  | Choose or write your vows. | | | |  | | |
|  | Choose & ask guest(s) to do reading(s). | | | |  | | |
| Information with solid fill | ***For more information:***  *Civil Ceremony:* [*https://www.weddingsabroadguide.com/civil-wedding-abroad.html*](https://www.weddingsabroadguide.com/civil-wedding-abroad.html)  *Choosing Ceremony Venue:* [*https://www.weddingsabroadguide.com/wedding-abroad-venue.html*](https://www.weddingsabroadguide.com/wedding-abroad-venue.html) | | | |  | | |
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| **PLAN WEDDING RECEPTION** | | | | | | | |
|  | Determine what type of reception you would like to have. Formal, casual, outdoor etc. | | | |  | | |
|  | Think of the type of reception venue that would best compliment the style of wedding you have chosen. | | | |  | | |
|  | Decide what time of day you would like to have your reception. Daytime or evening? | | | |  | | |
|  | Decide if you would like to have music at your reception. Determine what type of music you would like and when this should be played. | | | |  | | |
|  | Decide what type of wedding meal you would like. Formal sit down, buffet or cocktail reception. | | | |  | | |
|  | Determine if you would like to have hors d'oeuvres before the main meal. | | | |  | | |
|  | Determine how many courses would you like to have. Note: this may vary according to the cultural traditions of the country you are getting married in. | | | |  | | |
|  | Will you have speeches? Who will give the speeches? When will they take place? | | | |  | | |
| Information with solid fill | ***For more information:***  *Choosing a Reception Venue:* [*https://www.weddingsabroadguide.com/wedding-abroad-venue.html*](https://www.weddingsabroadguide.com/wedding-abroad-venue.html) | | | |  | | |
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| **SELECT WEDDING ATTIRE** | | | | | | | |
|  | Wedding Dress |  | Grooms Attire | | |  | Pageboy |
|  | Bridal Shoes |  | Bridesmaids | | |  | Mother of the bride |
|  | Bridal Accessories |  | Ushers | | |  |  |
|  | Bridal Underwear |  | Flowergirl | | |  |  |
|  | ***For more information:***  *Choosing Wedding Attire for Abroad -* ***Bride****:*  [*https://www.weddingsabroadguide.com/wedding-dress-for-abroad.html*](https://www.weddingsabroadguide.com/wedding-dress-for-abroad.html)  *Choosing Wedding Attire for Abroad -* ***Groom:***  [*lhttps://www.weddingsabroadguide.com/grooms-attire-for-a-beach-wedding.html*](https://www.weddingsabroadguide.com/grooms-attire-for-a-beach-wedding.html) | | | |  | | |
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| **SELECT STATIONERY** | | | | | | | |
|  | Save the Date Cards  ***For more information:*** [*https://www.weddingsabroadguide.com/save-the-date-destination-weddings.html*](https://www.weddingsabroadguide.com/save-the-date-destination-weddings.html) | | | |  | | |
|  | Wedding Invitations - Wedding day & if you are having a party upon your return. | | | |  | | |
|  | Guest Information Pack  ***For more information:***  [*https://www.weddingsabroadguide.com/guest-information-checklist.html*](https://www.weddingsabroadguide.com/guest-information-checklist.html) | | | |  | | |
|  | Wedding Website  ***For more information:***  [*https://www.weddingsabroadguide.com/personal-wedding-website.html*](https://www.weddingsabroadguide.com/personal-wedding-website.html) | | | |  | | |
|  | Wedding Ceremony Program | | | |  | | |
|  | Guest Welcome Letters  ***For more information:***  [*https://www.weddingsabroadguide.com/wedding-welcome-letter.html*](https://www.weddingsabroadguide.com/wedding-welcome-letter.html) | | | |  | | |
|  | Place Name Cards | | | |  | | |
|  | Seating Plan Chart | | | |  | | |
|  | Thank You Cards | | | |  | | |
|  | ***TIP:*** *Wedding Abroad Invitations:*  [*https://www.weddingsabroadguide.com/wedding-abroad-invitations.html*](https://www.weddingsabroadguide.com/wedding-abroad-invitations.html) | | | |  | | |
| **INVESTIGATE ACCOMMODATION OPTIONS FOR GUESTS** | | | | | | | |
|  | Investigate and select a range of suitable accommodation for your guests. Ensure you find accommodation that caters for all budgets. | | | |  | | |
|  | Ask hotels if they will offer a special rate for your guests. | | | |  | | |
|  | Confirm what date your guests must book by to secure accommodation. | | | |  | | |
|  | Determine if a deposit must be paid. Will this deposit be refundable if a guest does not use the accommodation? | | | |  | | |
|  | Determine if a hotel will be willing to put information in your guests' rooms e.g., welcome letters & gifts. | | | |  | | |
|  | Decide if you will book accommodation on your guests' behalf or ask your guests to book their own accommodation. | | | |  | | |
|  | If your guests are going to book their own accommodation, compile a list of recommended hotels to go in their information pack. Be sure to mention any special rates and booking reference codes. | | | |  | | |
|  | Ask the hotel if they provide airport transfers. Provide your guests with this information in their information pack. | | | |  | | |
| Information with solid fill | Determine where you guests are staying & when they arrive and depart.  ***TIP****: To help, we suggest you use the* ***Guest List & RSVP Tracker*** *which can be found in the Guests Section of the* [*Wedding Abroad Complete Planning Tool Kit*](https://weddingsabroadguide.mykajabi.com/offers/U9prx6gL/checkout) | | | |  | | |
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| **COMPILE GUEST INFORMATION** | | | | | | | |
| Information with solid fill | Compile information pack or set up a wedding website. This information should be given to guests with their invitations.  ***For more information****:* [*http://www.weddingsabroadguide.com/guest-information-checklist.html*](http://www.weddingsabroadguide.com/guest-information-checklist.html) | | | |  | | |
| Information with solid fill | Write a wedding welcome letter to put in your guests' hotel rooms. This is a nice surprise for your guests and a good way of re-iterating the itinerary for your celebrations.  ***For more information:***[*https://www.weddingsabroadguide.com/wedding-welcome-letter.html*](https://www.weddingsabroadguide.com/wedding-welcome-letter.html) | | | |  | | |
| Information with solid fill | Create seating plan.  ***TIP:*** *To help, we suggest you use the* ***Guest Seating Plan*** *which can be found in the Guest Section of the* [*Wedding Abroad Complete Planning Tool Kit*](https://weddingsabroadguide.mykajabi.com/offers/U9prx6gL/checkout) | | | |  | | |
|  | Write guest place names for your wedding reception. | | | |  | | |
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| **TRANSPORTATION TO YOUR WEDDING DESTINATION** | | | | | | | |
|  | Investigate what airlines fly to your wedding destination. | | | |  | | |
|  | Ask airlines if they offer discounts for group bookings. | | | |  | | |
|  | Book flights. | | | |  | | |
|  | Ask chosen airline if you can bring your bridal gown on as hand luggage. | | | |  | | |
|  | Determine what your luggage limit is. | | | |  | | |
| Information with solid fill | Note down when your guests will arrive & depart your wedding destination.  ***TIP****: To help, we suggest you use the* ***Guest List & RSVP Tracker*** *which can be found in the Guests Section of the* [*Wedding Abroad Complete Planning Tool Kit*](https://weddingsabroadguide.mykajabi.com/offers/U9prx6gL/checkout) | | | |  | | |
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| **TRANSPORTATION AT YOUR WEDDING DESTINATION** | | | | | | | |
|  | Book transfers to & from airport. | | | |  | | |
|  | Book transportation for bridal party to & from wedding ceremony. | | | |  | | |
|  | Book transportation for bridal party to & from wedding reception. | | | |  | | |
|  | Determine if you will need to book transportation for any extra activities & celebrations for you and your guests. | | | |  | | |
|  | Determine if you will need to book guest transportation on your wedding day. | | | |  | | |
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| **DON'T FORGET TO TAKE WITH YOU...** | | | | | | | |
|  | Passports |  | Gifts for wedding party | | |  | Welcome letter or gifts for guests room |
|  | Documentation required to obtain marriage license e.g. birth certificates |  | Guest book | | |  | Pictures of hairstyles for hairdresser |
|  | Plane Tickets |  | Place name cards | | |  | Wedding Ceremony Programs |
|  | Wedding Abroad Insurance Details |  | Table number cards | | |  | Music, if needed for ceremony, first dance etc. |
|  | Travel Insurance Details |  | Note cards for speeches | | |  | \*\* SEE PACKING CHECKLIST FOR ADDITIONAL ITEMS |
|  | Wedding Attire |  | Nice pen for signing wedding registry | | |  |  |
|  | Favors |  | Wedding rings | | |  |  |
| **PLAN WEDDING DAY ITINERARY** | | | | | | | |
|  | Plan the order of your wedding day. | | | |  | | |
|  | It is really important that you have a timetable for your wedding day. You & your guests will need to know what should happen when. If you are not using a Wedding Planner or Tour Operator, it is an idea to hand over the responsibility to a guest - this way they can ensure everything happens when & how it should as you don't want to be worrying about this on your wedding day. | | | |  | | |
| Information with solid fill | ***TIP****: To help, we suggest you use the* ***Wedding Day Run Sheet*** *which can be found in the Planning Fundamentals Section of the* [*Wedding Abroad Complete Planning Tool Kit*](https://weddingsabroadguide.mykajabi.com/offers/U9prx6gL/checkout) | | | |  | | |
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| **AFTER YOUR WEDDING** | | | | | | | |
|  | Return all rental equipment. | | | |  | | |
|  | Return hired suits. | | | |  | | |
|  | Write thank you notes. | | | |  | | |
|  | Record your marriage in your home country, if desired. | | | |  | | |
|  | If changing your name, change all necessary documentation. | | | |  | | |
|  | Clean & preserve wedding dress. | | | |  | | |
| Information with solid fill | Tell weddings abroad guide all about your day.  ***Submit Here****:* [*https://www.weddingsabroadguide.com/submissions.html*](https://www.weddingsabroadguide.com/submissions.html) | | | |  | | |
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