



Wedding Planning Resources

12 Month Checklist + Recommended Vendors

“Stacie is an absolute rock star. We heard nothing but praise in the week following the wedding from our guests. They were very impressed by how smooth the day went. I can guarantee this was only possible due to Stacie’s hard work.

Thank you so much!!”

KRISTY + IAN

12 Month Checklist



You've got this!

The items below highlighted in blue are things that we could help you with. Schedule a time to chat if you would like some help tackling this list!

12 MONTHS BEFORE WEDDING

- Consider hiring a wedding coordinator
- Decide on a budget
- Start compiling a guest list
- Determine if you will have an engagement party

11 MONTHS BEFORE WEDDING

- Determine a time frame for your wedding date. Narrow down your date to a few weekends, and check for conflicting events.
- Choose a color scheme, theme, or style for your wedding.
- Search for a ceremony venue
- Search for a reception venue
- Choose the members of your wedding party - maid of honor, best man, bridesmaids, groomsmen, ring bearer, flower girl, and ushers.

10 MONTHS BEFORE WEDDING

- Book your ceremony venue
- Book your reception venue
- Create a deposits/payments schedule to keep track of all finances.
- Create your wedding website
- Search for a caterer, photographer, videographer, florist, band, or dj

9 MONTHS BEFORE WEDDING

- Book Vendors
 - Caterer and begin working on a menu
 - DJ and/or band
 - Photographer/videographer and schedule an engagement photo shoot.
 - Florist
 - Officiant
- Set up your gift registries. Add information on your registries to your wedding website.
- Select and order save-the-date cards
- Send save-the-date cards (finalize guest list first). Include your website address.
- Reserve blocks of hotel rooms for out-of-town guests. Add information to your website.
- Start shopping for your gown.

8 MONTHS BEFORE WEDDING

- Book Vendors
 - Search for and order your wedding cake.
 - Design floral arrangements with florist.
 - Search for and book ceremony musician.
 - Search for and book invitation vendor for invitations, place cards, menus, announcements and thank-you stationery.

12 Month Checklist

- Select your wedding dress and place the order.
- Begin discussions on rehearsal dinner — who will host? Whoever is hosting should begin searching for a venue and compiling the guest list.

7 MONTHS BEFORE WEDDING

- Book Vendors
 - Search for a vendor to help with your hair, makeup, or any pre-wedding pampering.
 - Book your hair and makeup trial appointment.
- Finalize the rehearsal dinner venue.
- Book accommodations for your wedding night.
- Select Attire
 - Select your bridesmaid dresses and flower-girl dress. Have attendants place their order.
 - Purchase accessories for your gown, such as a veil, shoes, undergarments, and jewelry.
- Choose groom's attire.
- Plan and book your honeymoon, including travel, accommodations, and activities.

6 MONTHS BEFORE WEDDING

- Finalize the text and place the order for invitations, place cards, menus, announcements and thank-you cards.
- Finalize the menu and service details with your caterer.
- Design and start creation of favors.
- Purchase your bridesmaids' accessories (shoes, jewelry, etc.).
- Select groomsmen's and ring bearer's attire. Send them information to purchase or rent
- Purchase your wedding bands.

- Check your gift registry.
- Research wedding insurance

5 MONTHS BEFORE WEDDING

- Search and book a transportation vendor (limo, trolley, bus, etc.)
- Ask your readers to be a part of your ceremony. Begin a search for readings.
- Discuss and confirm party plans for bachelor/bachelorette parties, and showers.
- Provide guest lists to your maid of honor and best man for your shower, bachelorette party, bachelor party, and other social events.
- For an international honeymoon, begin to get your papers in order (passport, birth certificate, visas, vaccinations, etc.).
- If you are handling the bridesmaid dress order, confirm the delivery date.
- Schedule gown fitting appointments. The first appointment should be directly after you receive the gown. The last fitting should be no later than 3 weeks before the wedding.

4 MONTHS BEFORE WEDDING

- Stuff and send out wedding invitations.
- Track gifts received from guests and send thank-you notes.
- Check on hotel room blocks to ensure important guests have made their reservations.
- Design your ceremony programs and print them.
- Research local marriage license requirements. Don't forget to check when the license expires and if there is a waiting period.
- Decide on a guest book option.
- Purchase or make gifts for your bridal party and close family. Don't forget ushers, flower girls, ring bearers, and readers!

12 Month Checklist

3 MONTHS BEFORE WEDDING

- Dress Rehearsal Planning
 - Send invitations to rehearsal dinner attendees.
 - Alert your wedding party to the rehearsal arrangements.
 - Map out wedding party positions for the processional, ceremony, and recessional
 - Finalize any special preferences, readings, or other ceremony details with your officiant.
- Music Selections
 - If you have a DJ/band, work on a list of ‘must-play’ and ‘do-not play’ songs. Be sure you also send them selections for your introductions, first dance, cake cutting, father/daughter dance, anniversary dance, and last dance.
 - Determine your ceremony music selections and forward the list to ceremony musicians.
- Shop for additional accessories like undergarments, jewelry, headpiece, bridal purse, etc
- Notify your maid of honor/mother/or friend to attend your final gown fitting so they can learn how the bustle will be tied.

2 MONTHS BEFORE WEDDING

- Create a wedding day schedule. Send the schedule to your wedding party and vendors.
- If you’re having a receiving line, determine the order everyone will stand in.
- Vendor Confirmation
 - Verify appropriate vendor access with your reception venue
 - Confirm delivery locations, times, and final arrangements with your florist. Make a list of who will get bouquets, corsages, and boutonnières.

- Confirm the rehearsal details and wedding day schedule with your officiant.
- Confirm location, date, & time with your photographer.
- Create your ‘must-take’ photo list.
- Confirm location, date, and time with your videographer.
- Pick up tuxedo/suit and try it on at the shop. See if more alterations need to be made.
- Confirm all honeymoon travel plans. Give someone a copy of your itinerary and contact information in case of an emergency.
- Shop and pack for the honeymoon.

1 MONTH BEFORE WEDDING

- Vendor Management
 - Give the seating chart to your caterer, reception venue.
 - Send your transportation vendor the schedule, addresses, and contact numbers
 - Confirm all final payment amounts with your vendors. Mail your final payment checks or make arrangements for the wedding day.
- Obtain a marriage license. Follow your state’s guidelines.
- Write your vows if you choose to personalize them. Send a copy to your officiant.
- Pick up wedding rings and check the inscriptions before you leave the store.
- Call guests who have not RSVP’d to get a final count.
- Create your seating chart. Make place cards.
- Prepare your toasts and thanks to friends and family.
- Attend bachelor/ette parties

12 Month Checklist

1 WEEK BEFORE WEDDING

- Day of Prep
 - Give final head count to caterer. Confirm set-up instructions and menu items.
 - Confirm number of bouquets, boutonnieres, and centerpieces with your florist.
 - Confirm head count, delivery time, and location with your wedding cake vendor.
 - Provide venue with guest count and vendor requests: delivery times, tables needed, vendor meals, space requirements, etc.
 - Call transportation company to confirm pickup times and locations
- Pick up your gown. Try it on at the shop to make sure no additional alterations need to be made.
- Pull together wedding gown, veil, shoes, stockings, and a last-minute emergency kit (aspirin, makeup, hairspray, safety pins, mints, etc.). Have the gown steamed if needed.
- Make sure bridesmaids and groomsmen have their full outfit
- Groom get hair trimmed
- Groom and groomsmen attend final fittings and pick up formalwear.
- Get last pre-wedding haircut and color

DAY BEFORE WEDDING

- Provide vendors with an emergency phone number to call on the day of the wedding
- Make out checks for any final balances due the day of the wedding
- Drop off favors, place cards, guest book, pens, cake knife, toasting flutes, and all other reception items at the reception venue or person setting up the reception venue.

- Rehearse ceremony
- Give your marriage license to the officiant
- Attend rehearsal dinner
 - Bring unity candle, aisle runner, or other ceremony accessories to the rehearsal.
- Present family, attendants, and those that have helped with gifts
- Get to sleep early

DAY OF WEDDING

- Exchange gifts with each other
- Give wedding bands to the best man and maid of honor before wedding
- Give best man the officiant's fee envelope to be handed off after the ceremony
- Assign one person (sometimes the wedding coordinator) to be a contact for the vendors

AFTER WEDDING

- Pre-arrange for someone to return any rentals.
- Arrange for gown and veil to be cleaned and preserved with an experienced provider.
- Take the bridal bouquet to be preserved, or save a petal to be pressed
- Do paperwork for official documents if you are changing your name.
- Write thank-you notes for all the gifts you received at the wedding and before. Traditional etiquette gives you an 8-week grace period.

Recommended Vendors



LFK will make your day!

We have had the pleasure of working with some amazing vendors in our community. We are thrilled to share this talent with you to help make your big day, the best day! For more details, check out this list online [here](#).

VENUES

- » Liberty Hall
- » Cider Gallery
- » The Oread Hotel
- » Deer Ridge Estates
- » Brunswick Ballroom
- » Blue Vista
- » Abe & Jake's Landing
- » Kane Family Farm
- » Burning Barrel
- » Stony Point Hall
- » White Iron Ridge
- » The Haven Event Space
- » Cyrus Hotel
- » The Jayhawk Club
- » Stonebriar Farm
- » Danforth Chapel
- » Flander Hall
- » Shawnee Mission Park
- » Carnegie Building

FLORAL

- » Stems Event Flowers
- » Dahlia Food and Design

- » Solstice Floral Studio
- » Beyond the Bloom
- » The Cottage Rose
- » Good Earth Floral Design Studio
- » The Little Clover
- » Custenborder Florists
- » Owens Flower Shop
- » Wild Hill Flowers and Events

PHOTOGRAPHY

- » Schaumburg Photography
- » Nick Krug Photography
- » Kelsey Kimberlin
- » With You Beloved
- » Molly Harmon
- » Moriah Ruth
- » Oh! Snap! Photography
- » Nicolette Sessin
- » Backstory Photography
- » Stacy Firkus
- » Leah Evans Photography
- » Wyatt & Quinn Co.

- » Bingham Creative Co.
- » Caitlyn Cloud Photography
- » We Chase the Light

MUSIC

- » Lawrence DJ Service
- » Forte Strings
- » Violetta Strings
- » DJ Scott Simpson
- » Big D Events
- » DJ Connection
- » Top City Entertainment Company
- » DJ Dawna K
- » Levity Events

CATERING

- » Mr. Bacon BBQ
- » Taco Zone
- » 2 Chefs Catering
- » Oakley Creek
- » Merchants Pub & Plate
- » The Basil Leaf Café
- » The Mad Greek
- » Sandwich Bowls


- » Maseuallualli Farms
- » Evan Williams Catering
- » Grandma's Office Catering
- » Biemer's BBQ
- » Southern Accent Catering

INVITATIONS

- » Papergirl Creative
- » Sugarbean Paper Co.
- » Golden Summer Designs
- » Sydney Legg

STYLING

- » Janay A Eco Bridal
- » Hair by Emily
- » Kelsey Hurd Hairstylist
- » Style School by Kathleen
- » True Society
- » J. Lynn Bridal
- » Marks Jewelers
- » Greenroom Salon
- » Pamela Brown - Locks by Lala
- » Moxie Hair Studio
- » Jessi Benson



“I honestly don’t think it would have been the same without her. If you are looking for a professional who is a great person with a wonderful heart, Stacie and Love in Lawrence is your move. We are so grateful for her services and would recommend her to anyone who needs help on the day of or for the entire planning process.”

DEREK + NATHAN