

tie the knot

THE PERFECT WEDDING PLANNER

wedding day schedule

wake up call: _____

location: _____

hair stylist arrives: _____

name: _____

contact number: _____

make up artist arrives: _____

name: _____

contact number: _____

bridesmaids hair & make up call time: _____

bouquets arrives: _____

florist contact: _____

delivered / picked up who? _____

contact number: _____

photographer arrives: _____

location: _____

photographer: _____

contact number: _____

Videographer arrives: _____

location: _____

photographer: _____

contact number: _____

bride to leave for wedding location: _____

wedding transport to arrive: _____

transport contact: _____

contact number: _____

notes: _____

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THE PERFECT WEDDING PLANNER

wedding day schedule

wedding location:

decorators to arrives:

name:

contact number:

wedding cake to arrives:

name:

delivered / picked up

who?

contact number:

priest arrives:

name:

contact number:

groom arrives:

contact number:

bride arrives:

contact number:

ceremony starts:

caterer arrives:

name:

contact number:

band / dj arrives:

name:

contact number:

Notes:

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THE PERFECT WEDDING PLANNER

wedding day schedule

important duties

best man is

contact number:

maid of honour is

contact number:

mc is

contact number:

checking the decorations, name placements etc. is

liaising with the caterers on timing etc is

cutting & serving the wedding cake is

in charge of wedding gifts, collecting and delivering home is

taking back other hired items is

taking back attire hiring is

Notes: