

# NEARLY MARRIED

wedding gift lists as unique as you are



## Wedding Handbook

This free Wedding Handbook has been specially designed to help you set up and manage your gift list at Nearly Married.

It's also packed with lots of other wedding planning info including To Do lists, Checklists and a handy Budget Planner.

At Nearly Married our aim is to let you create a wedding gift list which is as unique as you are. Nearly Married offers a flexible and feature-rich gift list service.

You can pick the perfect gifts for your gift list, but you can also manage your plans and guests and showcase your wedding on your own free wedding website at Nearly Married. So now it's easy for your guests to go directly to your website where they will find not only your gift list but your wedding website with details about your big day.

For up-to-date information please see our website at [www.nearlymarried.co.uk](http://www.nearlymarried.co.uk)

## Creating your free wedding website at Nearly Married

Creating your own wedding website gives you a chance to show more info to your guests when they log in to see your gift list and website. A basic website for your wedding was created when you registered with Nearly Married, but you can personalise it with your own info. Don't worry — it's easy to set up, even if you don't have great computing skills! Log in to Nearly Married and follow these easy steps:



1. Add your own message to your homepage in "Edit Website Settings" (when you have logged in to your site you'll find this option in the left-hand menu of your wedding hub). You can change the text which appears as often as you like.
2. Brighten up your website with your choice of picture. You can add two pictures to your homepage in "Edit Website Settings". Use your favourite picture for the top image because it will appear regularly on your site.
3. As you create new pages for your website, they'll automatically be listed in the menu on the left-hand side of your homepage. With space for up to ten pages, why not let your guests know about your ceremony (where it is, how to get there etc), your reception and accommodation options?
4. When you start adding items to your gift list you'll find that your gift list appears in the menu on the left-hand side of your homepage for your guests to see.
5. And finally...click on "View website" to see what it looks like!

## Adding website pages

You can have up to 10 pages in your free website which you can add and edit in "Edit Website Pages". Why not add pages about:

- your ceremony - what type of ceremony it will be, how to get there, transport options etc
- your reception - where it will be, how to get there, transport options etc.
- accommodation options
- how the two of you got together (you could each have your own version!)
- info about your bridal party
- other celebrations such as an engagement party or pre-wedding meal
- hen and stag night info
- honeymoon info
- details of how guests can get in touch with you
- add a diary page which you can update with info about how your wedding plans are progressing
- any special requests for the wedding eg if you would like them to contribute photos, tell the best man about funny stories (if you're happy to publicise the best man's contact details), take bets on the lengths of the speeches or make a special request to the DJ
- your gift list. Why not add some background info about your gift list?

## Viewing your website

To view your website as a guest would see it you have 2 options:

- log in to your wedding then click on "View Website" from the menu on the left-hand side
- go to the Nearly Married homepage and on the right-hand side you'll find the option to put in a surname and wedding date. Enter the information and your website will appear.

## How your guests can see your website

Guests can go to the bottom left-hand corner of the Nearly Married homepage and log in to your website. Alternatively you can give them the direct link to your website which is based on your names. You'll find this by logging in to your wedding, selecting "View website" and you'll find it along the top of your screen in your address bar. For example if your names were Alice Sample and Bert Bloggs your website link should be:

<http://www.nearlymarried.co.uk/weddings/asampleandbbloggs>

## What info can my guests see?

Guests will not see all the same information as you do when you log in to Nearly Married. For example, your contact details will not automatically appear in your website - although you can add these somewhere on your website if you wish. When guests view your gift list they'll only see a list of the available gifts. They won't be able to see the purchased gifts or messages left by other guests.

Guests cannot view or edit any information in your wedding hub such as your contact details or your preferred settings in "Edit Wedding Details". Guests will be able to view any pages which you add to your website. They will need the correct password to access any pages which you add with password protection.

## Password protecting your website

The email address and password which you used when you registered with Nearly Married are required to be able to amend your website and gift list. If you wish to give your login details to any friends or family you are welcome to do this, at your own risk! The website which you create can be viewed by anyone who finds it, but no-one else can make changes to it unless they know your login details.



You can password protect your wedding website by adding a password to your homepage and /or guest list in "Edit Website Settings". This means that people must enter the correct password before they can view your website, including your gift list.

To keep things simple, you can only set one password which is the same for every part of your website which you decide to password protect. We recommend that you use a password which you don't use for anything else and is relatively easy to remember. Alternatively, you can password protect specific pages of your website, so that only certain people can view specific pages in your website. For example, you may restrict your guest list so that only your families can view this. To password protect specific pages go to "Edit Website Pages" click on the page which you would like to password protect and click to protect it. Please note that all passwords are case sensitive.

If one of your friends or family forgets the password which you have issued them and contacts us for the password we will not divulge this information. Under these circumstances we will contact you.

### Adding pictures

The homepage on your wedding website has some pictures which are added by default, but you can change these if you wish. You can upload two pictures to your homepage - these can be added in "Edit Website Settings". The top image will appear not only at the top of your homepage but also at the top of other pages in your website. Why not add a picture of the two of you or a photo of your ceremony or reception venue? Up to three pictures can be added to your other website pages. When you've added your pictures and you look at your website, you might need to refresh the screen (press F5) to see your changes.



Photos need to be in jpeg or gif format and under 500kb. If your photos are big they will affect the look of your site, so we recommend that you reduce the size of your photos. Editing images is the only technical thing which you may have to do on your site!

### Adding links to other websites

To add a link from your website to your venue you need to add some extra code to make it work properly. All you need to do is:

1. copy and paste the code (available on our website)
2. replace the web address with the web page which you're linking to
3. replace the text with the name of the web page which you're linking to

### Adding links to maps

If you want to add a link to a map you can specify the postcode so that guests can link directly to the map of the correct area. So if you know the postcode for your ceremony venue and reception venue you can add links to these maps. To add a link to a specific postcode on a map:

1. copy and paste the code (available on our website)
2. replace the postcode (in this example the postcode is W1J 9BR) which is entered as W1J+9BR
3. replace the text with the name of the web page which you're linking to.

# Gift List Guide

## How does a Gift List work?

Gift Lists are a simple way for couples to pick gifts which they actually want which makes it easy for guests to buy wedding gifts which they know will be appreciated. All you need to do is:



1. Pick the items you'd like on your gift list.
2. Let your guests know where your gift list and wedding website are.
3. Nearer your wedding date we will confirm the payment arrangements with you.

You can view your gift list online and view which gifts have been purchased and who bought them. Once an item has been purchased it is removed from your gift list and cannot be purchased by another guest. We'll email you to let you know every time a gift has been purchased from your gift list - but if you want your gifts to be a surprise you can opt not to receive these emails. You can also check your gift list online any time you want to see what has been bought.

## Getting Started

Once you've registered with Nearly Married you can start setting up your Gift List right away. All you need to start setting up your gift list is access to the internet. Just get started!

To get started, log in to your wedding and select "Gift List" which is at the top of the left-hand menu. From here you can browse through our online catalogue of wedding gifts or search for specific items using the search facility.

And as soon as you start adding gifts to your gift list, your gift list will automatically show up on your website. So your gift list can go "live" as soon as you have added gifts to it - and have told your guests that it's at Nearly Married. Alternatively, you can choose the date on which your gift list is available for guests to view - you'll find more information about this elsewhere.

## Can I set gifts as favourites?

Yes. When you're looking at your list you'll see the option beside each gift to mark it as a favourite.

## Custom Gifts

If there's a special item which you would like to include on your gift - maybe a piece of furniture or a work of art - we will try to add this to your gift list. You can submit your custom gift requests from the link on our website and add your own text and picture. So you can customise a honeymoon gift list or ask for money towards a special item.

### Monetary / Honeymoon Donation

If you wish, you can also ask guests if they would like to make a monetary contribution. Within the gift list catalogue select "Something Different" then "Monetary Donation" and add as many of these items to reach the amount of money you would like.

Alternatively you could select the "Honeymoon Donation" within the "Something Different" section and choose either a general donation towards your honeymoon or something more specific such as hotel accommodation, a romantic meal for two or a special trip whilst you are on honeymoon. Please note that we will collect the money for these items on your behalf - we will not book any specific honeymoon items for you.

Many couples who ask for a monetary or honeymoon donation like to add info to their wedding website about how they plan to spend the money so that guests know how their gift is being spent.

### How many items should I include on my list?

You should have more gift options on the list than the number of guests you are inviting as they often like to have a choice of gifts to buy from. You may also find that people who are not invited to the wedding want to buy you a gift too, so your list should have enough gifts to allow for this.

### Is it rude to have expensive items on my gift list?

Guests often surprise couples by their generosity, so even if you think an item is expensive don't be put off including it in your list. Often groups of guests will club together to purchase an expensive item.

### What's the most likely price range which people will spend on a gift?

Individual guests and couples are likely to buy items in the popular £30 - £75 price range. However, closer relatives may surprise you with their generosity, and groups of people might club together to buy an expensive gift, so make sure there are a range of price options to suit everyone.

### Gift List Top Tips!

- You can view your list, add to it, delete items, or change quantities - whenever you want - so don't panic about getting your list right first time.
- Check your gift list from time to time as you might have to add more items. You might find that a lot of purchases are made within two weeks of invitations being sent, then a couple of weeks before your wedding.
- Don't feel obliged to make every item on your list something practical – this is a good chance to add something extravagant or pick a once in a lifetime experience.
- Inject some humour to your list with an outrageous gift like a posh yacht or a private island (but don't worry, your guests won't really be able to buy them!)
- Stressing out about your list? Don't! Remember, it's supposed to be fun!

### Can I change what's on my gift list?

Yes. Simply remove or add any items – at any time.

### How and when does our gift list go live?

When you start adding items to your gift list they become available for guests to view and purchase online. In practice your list will only really "go live" when you start letting your guests know that your gift list is at Nearly Married. If you want, you can choose the date your list goes live which means that you can keep adding items to your gift list without guests being able to access it.

### How do guests find out about our gift list and wedding website?

When you send out your wedding invitations you may want to let your guests know that they can find out about your wedding and your gift list at [www.nearlymarried.co.uk](http://www.nearlymarried.co.uk). Sample text is available in this handbook and online which you can use, personalise and print on to your stationery. We can also provide pre-printed invitation inserts for you to send to your guests, if required – free of charge.

### Is it rude to include details of my gift list with the wedding invitation?

Traditionally the bride and groom did not have a gift list so this wasn't an issue. When couples started using gift lists it was not accepted etiquette to include details of a gift list with a wedding invitation (because guests could feel obliged to buy a gift). However, as gift lists have become increasingly popular, times have changed and so has the etiquette. It has become much more the norm – and it's simpler - to let guests know where a gift list has been set up and saves guests trying to contact the bridal party to find out. It's highly unlikely that guests will take offence. Some couples include this information with day invites and omit it for evening invitations. When you add information to your wedding invitations you can word it carefully to show that you do not expect guests to have to buy you a gift, although most of them will! And if you don't feel comfortable including your gift list information with invitations, why not tell them about your wedding website at Nearly Married – it's a discrete way for them to find out about your gift list.

### What about guests who don't have internet access?

Guests who don't have internet access can call us on 0845 257 8529 and we'll be happy to help them make a purchase over the phone. Copies of the gift list can be emailed or posted, if requested.

### Can anyone view my gift list?

It's your choice. Some gift list companies make your gift list freely available, but at Nearly Married you can choose whether to password protect your wedding website (which contains your gift list) or not.

### Can we leave a personal message which guests see when they access our gift list?

You can add lots of info and pictures for your guests on your free wedding website at Nearly Married. Whether you want to thank them in advance or mention that you're looking forward to seeing them on your big day – you can let them know on your website.

### Can guests leave a message for us when they purchase a gift?

Yes, when a guest purchases a gift they have the option to leave a personal message for you which you'll see when you view your purchased gifts and in automatic emails notifying you of purchases.

### Our families are keen to know what relatives have bought – can they access our gift list?

It's up to you. You can give your password details to your family so that they have the same access to your gift list as you. Alternatively why not forward them the emails which you receive about each purchase or print a copy of gifts purchased and give that to them instead?

### How and when does our gift list close?

Having a gift list is a great experience, and the generosity of your friends and family will probably surprise you. But, it does have to come to an end. We recommend that you close your list a week after your wedding, but you can keep your list open for longer than this – just let us know!

### "Thank You" card management

To help you keep track of who you have sent a Thank You card to, you can use our free, integrated Thank You tool. Beside each purchased gift you'll see the option to log whether or not you've sent a thank you card.

### Payment of funds

Up to two free transfers of funds will be made to you. A final payment will usually be made to you about a week after your wedding when your gift list is closed - but if you wish to keep your list open for longer than that, just let us know. You can request a transfer of funds from within the wedding hub - you'll find this option in 'edit gift list settings'.

If you require more than two transfers this is subject to a minimum £250 balance transfer and a fee of £3.50 for each additional transfer will be deducted.

### Is it a free service?

A Money Fee applies to gifts of money which is deducted from your final amount raised. Under our flexible fee scheme you can choose whether this is paid by your guests or shared between you and your guests instead. Full details of any charges are available in our Terms & Conditions for Couples which are available online.

### What about payment?



We accept all major credit and debit cards and payment by cheque / postal order or BACS. Full Terms and Conditions are available to guests on our site. All online payments are securely processed so that you can be confident details are kept secure. And for extra peace of mind Nearly married is also an ISIS compliant merchant and [www.nearlymarried.co.uk](http://www.nearlymarried.co.uk) is verified as an ISIS compliant site.

### Can I cancel my gift list?

If you need to cancel your gift list, please let us know as soon as possible. Please see our Terms & Conditions for Couples for information about charges.

### What are your opening hours?

Our website is open 24 hours a day, 365 days a year. Our publicised office hours are Monday to Friday 9am – 5pm. If you can't speak to us immediately please leave a message and we promise to call you back when we can (possibly outside these hours, if urgent).

### Contact details

Nearly Married Ltd., 1<sup>st</sup> Floor George House, 36 North Hanover Street, Glasgow G1 2AD  
Tel: 0845 257 8529 Fax: 0845 258 2817 [info@nearlymarried.co.uk](mailto:info@nearlymarried.co.uk) [www.nearlymarried.co.uk](http://www.nearlymarried.co.uk)

## Other Gift List Features

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- Easy to use: set up and manage your gift list online in your own time at your own place.
- Free service with no set up fees.
- Gift list totals: You can view up-to-date totals whenever you want!
- Invitation insert cards provided free.
- Monthly countdown newsletters with planning tips provided free.

## What people are saying about Nearly Married

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We'd like to say a big thank you to Nearly Married for their high standard of service - the wedding website is an ingenious idea and proved very popular with our guests. It enabled us to have a different kind of gift list (we had a honeymoon gift list) and gave us a lot of control with us being able to add our own personalised webpage's. It was good that we could keep everyone up to date with the progress of the wedding and that any extra information about the day could be provided and found in the same place. The guests really liked the fact that we had included unique items that they could purchase and therefore know exactly which part of the honeymoon they had contributed to. The extra help pages such as managing the guest list and sending thank you cards was also extremely useful. You really thought of everything! :- ) Thank you so much.

Claire & Neil Young (Wedding date: February 2009)

We would just like to say a big thank you for managing our gift list

Mr & Mrs Laidlaw (Wedding date: December 2008)

We chose Nearlymarried for the unique range of gifts that they had on their website, along with the assurance that our family and friend's money would be secure. Their service has been fantastic both to us and to our guests. When our guests have phoned customer services, they have told us that the service could not have been more helpful or professional. Hopefully the rest of our married life will go as smoothly as our gift list has!

Heather Sharkey and Brian Milne (Wedding date: November 2008)

Thanks for the great service

E. Woollard (Wedding date: November 2008)

Many thanks for your help - your website has been fantastic, especially the option of the charity gifts which we're so pleased and grateful that many people chose to do.

T. Foster-Brown (Wedding date: October 2008)

...can I say thank you very much - it went very smoothly and we are now enjoying all of our gifts very much! Thank you again for your most excellent service! We were very impressed! We are more than happy to recommend you anywhere!

Mr & Mrs Beynon (Wedding date: September 2008)

## What next?

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You need to register online to get started. It's free to register and there is no obligation. Your website will be immediately available for you to start personalising. You can check out our latest gift ideas and see what your gift list could look like. If you change your mind at any time, just let us know - no questions asked. Your details are treated securely and confidentially in accordance with our Privacy Policy.

## Your free wedding website

When you register with Nearly Married a basic website for your wedding is created. You can personalise it with your own info and pictures. Don't worry — it's easy to set up, even if you don't have great computing skills!

You can have up to 10 pages in your free website, so why not add pages about: your ceremony, reception, accommodation options, how to get there, transport options, how the two of you got together (you could each have your own version!), funny facts about the bridal party - and anything else you want!

And you can password protect all or part of your wedding website and gift list, if you want. Full instructions are available online at [www.nearlymarried.co.uk](http://www.nearlymarried.co.uk)

## Guest List Management

Whether you want a simple list of guest names or a more informative list you can manage your guest list online with Nearly Married. You can include details such as: contact details, are they day or evening guests, have they accepted or declined your invitation, have thank you cards been sent etc. And if you want, you can also share your guest list online with relevant people. Full instructions are available online at [www.nearlymarried.co.uk](http://www.nearlymarried.co.uk)

## Invitation Inserts

To let your guests know about your wedding website and gift list you can either include the information within your invitations or send one of our pre-printed cards with each invitation. If you would like to include the information within your invitations, here is some sample text which you can use:

Our gift list and wedding website is available at [www.nearlymarried.co.uk](http://www.nearlymarried.co.uk)

If it is password protected, the password is:

To purchase offline please contact:

Nearly Married Ltd.  
Tel: 0845 257 8529  
Fax: 0845 257 2817  
[info@nearlymarried.co.uk](mailto:info@nearlymarried.co.uk)

All phone and fax calls are charged at the local call rate, wherever you are in the UK.

Invitation insert cards are also available – free of charge - which can be sent to each guest with their invitation. Please email us with the number you require or request them from our website.

# To Do Lists

## 12 months or more before

- Set a budget. Clarify whether parents will be able to contribute.
- Decide what type of ceremony you want eg religious, civil or humanist.
- Book the church, register office or private venue and agree the time of the ceremony. Get the details of the Registrar for the area in which you are getting married.
- When you have a rough idea of how many guests you expect look for a reception venue which can accommodate your numbers. Book your reception venue or hire a marquee (don't forget to hire any extra items such as tables and chairs).
- Book external caterers (if required).
- Book your wedding cars.
- Book photographer and agree style of photos.
- Book video/DVD company
- Agree with families who is on the guest list.
- Send Save the Date cards to guests.
- Choose the best man, ushers, bridesmaids, flower girls and page boys.
- Book honeymoon. When you book your honeymoon you must know whether the bride is going to travel in her maiden or married name. If the bride intends to travel in her married name fill out the relevant passport forms. Check your passports are valid and ensure you have adequate travel insurance.
- Consider taking out wedding insurance. You may be able to alter your home insurance to cover the wedding gifts which you will receive.
- Choose band / disco or other entertainment for your reception (eg piper, music for the drinks reception before the meal).
- Choose wedding dress. By the time of your first dress fitting you will need to have bought your shoes and underwear.
- Choose bridesmaid and flower girl dresses. Allow a few months for fittings.
- Arrange wedding crèche / childminder (if appropriate).
- Take out a subscription to your favourite wedding magazine.
- If you want to try and lose weight this is a good time to commit to a new regime.

## 6 months before

- Arrange the hire of any formal wear for the groom, best man, ushers, page boys and the fathers.
- Plan information which will be included with wedding invitations (eg if you are providing transport give details of this, directions to venue and reception and how long these journeys take, accommodation options etc.)
- Set date for hen and stag nights and start thinking about what you'd like to do.
- If you are printing your own wedding stationery you should buy the cards now (invitations, orders of service, place cards, thank you cards).
- Choose wedding cake and cake toppers (if required). Check with the reception venue if you will need to supply a cake stand and knife.
- Choose wedding flowers. Use our Wedding Flowers Checklist as a handy prompt of questions to ask florists.
- Choose items for your gift list.
- Choose favours.

## 5 months before

- Book registrar office now (if appropriate).
- Book any hair / make-up sessions for the wedding day and also a trial (if possible arrange to have the trial done on the day of your hen night).
- Organise any relevant visas for your honeymoon.
- Choose wedding rings, especially if you want to commission special rings.

## 4 months before

- Confirm ceremony details with minister or registrant including any readings and your choice of music. Choose people to read or sing at your ceremony (if appropriate). Confirm details of any practice (usually the night before for a religious ceremony).

- Choose any other accessories for your wedding outfit such as tiara, veil and jewellery.
- Choose your "something old, something new, something borrowed, something blue" items!
- Consider arranging dance lessons to prepare for your first dance or why not buy a combined DVD & CD pack which will show you all the moves.

### 3 months before

- Lodge relevant paperwork with Registrar.
- Check whether you need any vaccinations before your honeymoon.
- If the bride plans to change her name have the passport name changed now so they are the same as the travel documents. Forms can be obtained from the Post Office
- Plan your accommodation for the wedding night and night before (if relevant).
- Choose your going away outfit.
- Buy clothes for honeymoon.
- Choose your wedding album (it may take a few months for this to arrive)

### 2 months before

- Send out your wedding invitations at least six weeks before the wedding. Have your gift list ready for people who want to see it.
- Start sending thank you cards for wedding gifts which you receive.
- Choose your presents for the best man, ushers, bridesmaids, mothers – and each other!

### 1 month before

- Finalise guest numbers (chase up any guests who have not yet replied) and inform your reception venue and / or caterers.
- Organise currency and / or travellers cheques for the honeymoon.
- Practise wearing any new shoes.
- Confirm details with suppliers and check that all final payments have been made eg reception venue, transport, florists, cake etc
- Choose disposable cameras (if relevant).
- Confirm who will do any other things such as say grace, be the toastmaster.
- Consider any extra touches such as planting a seed or plant on your wedding day which will grow over the course of your marriage.
- Consider having your engagement ring cleaned by a jeweller (or cleaning it yourself) so that it sparkles beside your wedding ring in the photos!
- De-stress!

### 1 week before

- Collect the Marriage Schedule within 7 days of the ceremony.
- Confirm final numbers with your caterers.
- Prepare items which will need to be at the ceremony venue before you arrive eg orders of service, buttonholes for best man and ushers.
- Prepare items which will need to be at the reception venue eg favours, gifts for bridal party, disposable cameras, placecards, table plan.
- Prepare envelopes with payments for people on the day eg church officers, organist, pipers, band etc.
- Pass relevant items to the best man eg orders of service, confetti, any wedding cards to be read at the reception
- Pack for honeymoon.
- Collect any hire items.
- Consider whether you will toss your bouquet or give it to a friend.
- Book announcement in newspaper.
- Nominate people who will help out immediately after the wedding to:
  - o Take your Marriage Schedule to the Registrar's office
  - o Send wedding cake to people who couldn't come to the wedding
  - o Process photos from disposable cameras so that you can see them when you return from honeymoon (if relevant).
  - o Look after items until you return from honeymoon (eg any wedding gifts and cards which are brought to your wedding, wedding outfits)

## Photography Checklist

- Can you see previous work of the photographers who will handle your event?
- Can you meet the photographers who will be at your wedding?
- Have they taken wedding photos at your venue before? If not, what arrangements will be made to look at the venue before the wedding?
- What styles of photographs do they take or specialise in? eg reportage, traditional, black and white
- What times will the photographers be at your wedding?
- Will there be any overtime charges if things run late?
- What proofs will you get – and will they have “Proof” printed across them?
- When will you get your proofs?
- Will your photos be available online for others to see?
- When will you get your wedding album with the final photos?

## Wedding Flowers Checklist

General Style / Colour Theme \_\_\_\_\_

### Bridal Party Flowers

- Bride – bouquet
- Bride – hair accessories
- Bridesmaids – bouquet
- Bridesmaids – hair accessories
- Groom – corsage
- Best man – corsage
- Ushers
- Buttonholes for bridal party
- Corsages for bridal party

### Ceremony Flowers

- Altar (any hire vases required?)
- Pew ends
- Other

### Reception Flowers

- Top table
- Centrepieces for guest tables (any hire vases required?)
- Wedding cake flowers
- Other

### Other Details

- Tissue required for wrapping flowers to be given to guests after the reception?
- Delivery Arrangements
- Collection arrangements of any hired items

## Reception Checklist

### Function Options

- What are the minimum and maximum number of guests which can be accommodated?
- What options are there for vegetarians / other restricted diets?
- What options are there for children?
- Are the tables round or rectangular?
- How many guests can sit at each table?
- Is it possible for you to supply your own alcohol?
- Are any of the following provided: table plan, table name cards, placecards?

### Accommodation options

- What is the charge for guests to stay overnight?
- Can some rooms be provisionally reserved for guests?
- What is the check-in time for guests?
- What is the check-out time for guests?

### Miscellaneous

- Are there any other weddings on the same day?
- What time is last orders and when will guests have to go home?

## Ceremony Checklist

- What charges are there?
- Confirm that choices of readings and / or music are acceptable
- What vows can be used?
- Are there any restrictions on having pew ends?
- Confirm whether it is acceptable for photos to be taken?
- Confirm whether it is acceptable for a video or DVD to be filmed?
- Confirm whether it is acceptable for confetti to be thrown?
- What time is the venue open for flowers / decorations to be delivered?
- Are vases and stands available for flowers?
- Are there any other wedding ceremonies being held on the same day, if so, can you be given contact details if you want to try and share flowers?
- Is it possible to arrange a rehearsal time?

## Wedding Day Planner

Time	Event	Notes (confirm these timings with suppliers)
	Ceremony	30-45 minutes
	Photographs	up to 75 minutes
	Receiving line	up to 45 minutes
	Wedding Meal	up to 2 hours (for 4 courses with coffee)
	Speeches	about 10 minutes each
	Turnaround of room	up to 60 minutes
	Evening reception	
	Evening Buffet	
	Carriages	

# Budget Planner

BRIDE    GROOM    BRIDE'S FAMILY    GROOM'S FAMILY

## RECEPTION

Drinks reception  
Canapes  
Meal  
Wine at meal  
Evening buffet

## CLOTHING & BEAUTY

Bride's dress/shoes/accessories  
Bride's going away outfit/other outfits  
Bridesmaid dresses/shoes/accessories  
Hire of groom's outfit  
Hire of outfits for bridal party  
Bride's hair & make-up  
Hair & make-up for bridal party  
Other beauty treatments

## OTHER

Accommodation costs  
Announcements in papers  
Cake  
Cameras and processing  
Cars  
Ceremony costs  
Ceremony registration  
Coach hire  
Creche / childcare  
Entertainment costs  
Favours  
Flowers  
Gifts for bridal party  
Photography  
Postage costs  
Rings  
Stationery costs  
Venue hire  
Video / DVD

## HONEYMOON

Holiday cost  
Spending money  
New clothes

## TOTALS

## Supplier Contact Details

Ceremony	Transport	Bridesmaids Dresses
Venue	Musicians	Groom / Male Outfits
Caterer	Stationers	
Cake	Bridalwear	
Florist	Hair / Beauty	

Notes

### Nearly Married User Details

email address used:

login password:

your website URL

password for your website

v1009