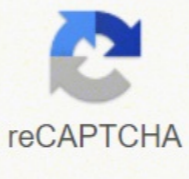




I'm not robot



Open

Wedding Budget

Total Budget:						
Categories	Items	Estimate	Actual	Deposit	Remaining Balance	Notes
Ceremony	Ceremony Venue Fee			\$	-	
	Officiant Fee			\$	-	
	Welcome Sign			\$	-	
	Aisle Runner			\$	-	
	Ring Pillow			\$	-	
	Flower Girl's Basket			\$	-	
Reception	Reception Venue Fee			\$	-	
	Food			\$	-	
	Beverages			\$	-	
	Cake			\$	-	
	Photographer and Videographer			\$	-	
	DJ / Band			\$	-	
	Table Numbers			\$	-	
	Cake Topper & Cake Stand			\$	-	
	Wedding Favors			\$	-	
	Photobooth			\$	-	
Attire	Bride's Gown			\$	-	
	Bride's Shoes			\$	-	
	Veil / Headpiece			\$	-	
	Bride's Accessories			\$	-	
	Groom's Tuxedo / Suit			\$	-	
	Groom's Shoes			\$	-	
Beauty	Bride's Hair and Makeup			\$	-	
	Bride's Manicure and Pedicure			\$	-	
Stationary	Groom's Haircut and Shave			\$	-	
	Save-the-Date Cards			\$	-	
	Invitations and Reply Cards			\$	-	
	Stamps			\$	-	
	Ceremony Programs			\$	-	
	Place Cards			\$	-	
	Menu Cards			\$	-	
	Guestbook			\$	-	
	Thank You Notes			\$	-	
	Florist	Bouquets			\$	-
Boutonnieres				\$	-	
Centerpieces				\$	-	
Head Table Arrangement				\$	-	
Ceremony Flowers				\$	-	
Flower Girl's Petals				\$	-	
Jewelry	Bride's Wedding Band			\$	-	
	Groom's Wedding Band			\$	-	
Transportation	Limo or Car Rental			\$	-	
	Marriage License			\$	-	
Miscellaneous	Wedding Night Hotel Room			\$	-	
				\$	-	
				\$	-	
				\$	-	
				\$	-	
				\$	-	
TOTAL:		\$ -	\$ -	\$ -	\$ -	

EVENT PLANNING CHECKLIST

The following check list contains general categories and tasks material related to planning a special event divided into four areas: Programming, Facilities & Logistics, Promotions, and Finance & Administration.

This general Event Planning Checklist covers many, but not necessarily all, of the key items that need to be considered when organizing an event.

1. Program

Pre-Event

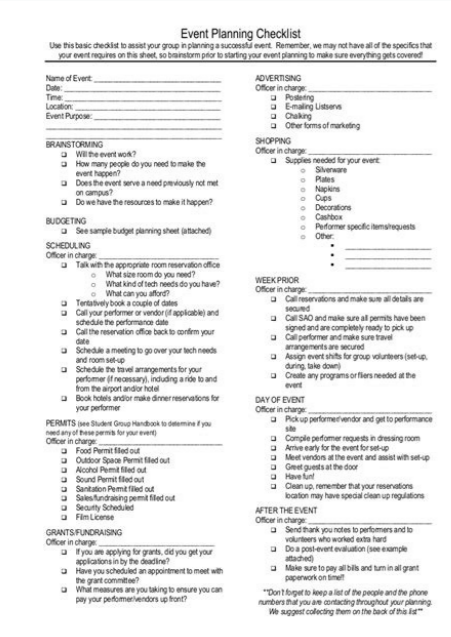
- Brainstorm/Develop Activities:
 - o Refreshments (use environmental friendly materials) , Alcohol
 - o Entertainment / Games
 - o Ceremonies
 - o Amusements
 - o Vendors
- Contests & Prizes
 - o Prizes secured, delivered
- Is there fun for everyone?
 - o Pre-schoolers, children
 - o Teens, adults
 - o Seniors, disabled
- Rainy day alternatives
- Volunteer and staff requirements
 - o recruitment, training, uniforms, badges
- Equipment and supply requirements
 - o Tables, chairs, stage, tents, sound system, etc.
- Performer/participant requirements
- Prepare a detailed schedule of events
- Design feedback/participant survey

Event Day

- Station volunteers, staff
- Signage, permits, maps and schedules posted
- Run/supervise activities
- Info/registration booth set up
- Equipment at proper places
- PA system, 2-way radios, megaphones
- Prizes (awards, ribbons, etc.)

Post-Event

- Clean-up for each area
- Return equipment
- Thank you's to all involved
- Evaluation survey analysis



Free simple wedding checklist. Free simple wedding planner checklist. Simple wedding checklist template. Simple wedding checklist printable.

The knot offers a full-featured template. List of Wedding Check Categories The categories here are some of the categories to consider when planning the details of your wedding and creating your checklist: Clothing for both the wedding and the wedding party, there is a lot to do. This template allows you to fill in the address, report, seating arrangement, food choice and gifts from the guest area. Makeup, hair styling and other beauty services will have to be booked for the bride and her party. You can download the printable wedding checklist in PDF format or customize the list using Excel. Changing the date is a breeze because it allows you to select the date from a calendar, after which the date is displayed with a fancy text at the top right. Brides should also consider what clothes to wear after the event and the couple should be prepared if they plan to leave immediately for their honeymoon. Reception Wedding receptions often involve most of the planning and details. Using the two templates together can help you stay organized and aware of your wedding budget. You will need Adobe Reader to view and print this file. Advertisement "No Installation, No Macro - Just a Simple Spreadsheet" - by Jon Wittwer Description Customize your marriage checklist using this spreadsheet. Like the others from this list, the Dotxes template allows you to customize the template if it's not exactly how you would like, such as editing text and color of the column and image. For some people it may take a year or more to get all the bookings in place and to finalize the arrangements. You will also find some useful tips to help you complete the iouy iouy ,itipso iout ien otartne ies ehc opoD .ataticnemid agnev aton otmeatizarnir o otivni nussen ehc israrucissia elibissop 'À luc ni ogou nu ehena 'À .otaziznagro itrenet a Àretuia olso noN .eratuia 'Àup ollortnoc id atsil anu ehc iug À .erativni ihc us illicifid inoisiced erednerp etlov a e atsil For groups, keep track of RSVPs, create mailing labels, and even use it to write your A"thank you." This À is a great option for guests who do not yet have information.À Zola's free wedding guest list also allows you to upload an existing spreadsheet if you have already collected some of your guests' information. The Document Templates À model is really easy to use and has a very simple design. Honeymoon The wedding planning part should involve observing beyond the big day to make sure your honeymoon is also an event you will appreciate. (By the way, it looks better when printed than when displayed on the computer screen.) Why "a checklist À" a need "I had no ideaÀ" For most people, a wedding will be event that 'bigger and more complicated' will never help you design. Each item on the wedding planning checklist' the same as our wedding budget worksheet. When your À' guest list is complete, you can use the template to keep track of invitations sent, responses received, the number of guests invited and participants, and those not participating. Another model can be downloaded from Dotxes and includes columns for name, relationship, phone, email, dietary restrictions, RSVP and gift description. As a bonus, the spreadsheet automatically counts the days until your wedding, how many guests are invited, how many guests have confirmed and how many not. The free model for Zola's wedding guest list allows you to quickly enter the details of your guests such as name, address, phone number and email. 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You can also easily track RSVPs through the guest list. The best party on the guest list at Zola is that you have more ways to enter customer information. Use the fields in the free Excel template from Gearsworks Botanical to enter the names, addresses, and phone numbers of your guests. They contain the same set of categories and articles. More Wedding Checklists Related Content Planning Marriage is not an easy task. This is a complete guest list for all wedding events, each with a separate sheet so you can enter all the guests of the bride, the guests of the groom, and even the guests for any other wedding event such as the wedding shower and the rehearsal dinner. A wedding guest list template can help you keep track of everyone you plan to invite to your wedding. It's got a lot of lines, so you can add them all. There are also sections called invited to weddings, accepted/rejected, and 'thanks the card sent. All spruce patterns are free and can be used with spreadsheet programs or word processors, making them useful even if you don't have Microsoft Excel or Microsoft Word. Simply select the two cells containing the check box and the Description entry, then right-click to get the Insert and Delete options. Columns in this template include name, surname, address, e-mail address, dietary restrictions, sent Save date, invitation sent, number of guests invited, number they attend, children, rehearsals invited and attending, table number, visiting from out of town, gift description and notes. The checklist can include things that you never thought about. It's all in the details to plan your perfect wedding requires a lot of foresight and planning. These models can be as simple or detailed as you like. You can integrate these templates with multiple free wedding gifts and free wedding templates help you create your own boxes, save date cards, programs, checklists, and websites. Easily add and remove items. There are many things to consider including home, catering, drinks, wedding cake, entertainment, decorations, servers/baristas, care, crockery and linen, and many other details that require attention. Clothes, tuxedos and all accessories must be accounted for, ordered in time, properly assembled and paid according to agreement to which commits. Trials For some families, rehearsal celebrations are almost as eventful as wedding day. Ashlyn Writes created this free template that can be opened in Microsoft Excel or Google Sheets. You must also make sure that you have information about union authorization for the ceremony as well as the rings to be exchanged. You will have to become a member of The Knot to use their model, but À' completely free and it takes only a few minutes to join. Ads Months before the wedding you will have to consider stationary for saving-the-date cards, wedding invitations and bridal , response cards, wedding programs and postage all necessary to be selected and purchased at the right time. Use the headers to enter names, e-mail addresses, whether invitation sent or not, gifts received and thanks sent.À Style Me Pretty can be opened with Google SheetsÀ or Microsoft Excel, where you can enter your guest's information, save and print it if you wish. Use this wedding guest list from Microsoft to monitor your name, address, relationship, party number, shower, ceremony and RSVPs reception, food choice, gifts received, and thank you note sent. Please continue reading below for more information on Wedding checklist categories. list. list.

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