



Your Wedding Checklist

Couple's Names: _____ Date: _____ Ceremony Time: _____ Function Room: _____

6–12 Months Before

- ☐ Send out Save the Date cards
- ☐ Book registrar or celebrant
- ☐ Purchase wedding dress & accessories
- ☐ Arrange suits/outfits for wedding party
- ☐ Choose flowers (bouquets, lapel flowers, décor)
- ☐ Decide on wedding theme & colour scheme
- ☐ Select music (ceremony, reception, evening)
- ☐ Choose style of wedding cake

3–6 Months Before

- ☐ Send invitations (at least 3 months prior)
- ☐ Confirm menu choices with the hotel
- ☐ Book photographer/videographer
- ☐ Confirm entertainment/DJ/band
- ☐ Arrange transport (cars, buses, etc.)

2 Months Before

- ☐ Chase responses/RSVPs
- ☐ Confirm flower arrangements
- ☐ Finalise ceremony details with registrar/celebrant

1 Month Before

- ☐ Confirm speeches, readings & vows
- ☐ Finalise seating plan
- ☐ Confirm beauty appointments (hair/makeup)
- ☐ Ensure wedding cake is ordered/in production

28 Days Before

- ☐ Final payment due to the hotel
- ☐ Provide final guest list to the hotel
- ☐ Provide dietary & allergen requirements
- ☐ Confirm timings & running order with the hotel

1 Week Before

- ☐ Final dress/suit fittings
- ☐ Pack rings, documents & essentials
- ☐ Reconfirm all suppliers (florist, photographer, entertainment, cake)

Day Before / On the Day

- ☐ Attend rehearsal (if applicable)
- ☐ Deliver decorations/favours to the hotel
- ☐ Relax and enjoy your day!

Checklist Support from The Grand Hotel Scarborough

This wedding planning checklist has been designed exclusively for couples celebrating their special day with us at The Grand Hotel Scarborough. It offers a simple timeline of the key tasks and reminders you may find useful as you prepare for your wedding, from sending out your invitations to confirming the final details with our team. We hope it helps to keep everything on track, leaving you free to enjoy the excitement of your journey to “I do.”

If you have any questions at all, or if you would like further guidance at any stage of your planning, our dedicated weddings team is here to support you. Please call **01723 375371 (Option 2)** or email **weddings724@britanniahotels.com** and we will be delighted to help.