

A romantic wedding scene at night. In the foreground, a woman in a white wedding dress and a man in a dark suit are seen from behind, looking towards a bokeh background of warm lights and sparklers. The text "Wedding planner" is overlaid on the left side of the image.

*Wedding planner*

Fox &  
Barker



# Let your dream day unfold...

Planning your wedding is magical, but it can also be pretty hectic. From arranging each element and making sure everything comes together, to organising friends and family and negotiating those tricky compromises with your beloved!

This wedding planner will help guide your planning, keep track of each stage and remind you what needs doing, when. It includes a year-long checklist, a calendar to keep all your wedding reminders in one place and stacks of top tips for having fun – both as you plan and on the big day itself..

## 12 months +

### *Set the date*

From the fresh, gentle colours of spring and the long, hazy days of summer, to the rich, deep tones of autumn and the evocative mood of winter, the season you choose for your wedding will shape the look and feel of your big day. Many couples choose their favourite time of year or a date of special significance.

### *Budget*

Setting a budget will keep your planning on track, guide what's possible, and inspire you to be thoughtful and creative. It will help you define what's really important to you both. Make it realistic and add in extra for contingencies, just in case.

### *Venue(s)*

Where would you like to hold your ceremony and celebration? It's best to start looking & book early around 18 months in advance to secure your date. Having a mid-week wedding is a great way to save money on a dream venue so think beyond Saturday. Wherever you choose, check out seating capacity, venue/additional costs, catering options and indoor/outdoor settings for your photographs.

### *Plan your own or work with a professional planner?*

Many venues offer inclusive planning services to help guide your big day, but if not, we can help you plan individual elements or your entire wedding. From venue styling and exquisite pieces for hire, to a complete, bespoke wedding planning service to craft every detail.

### *Save the date cards*

Get things off to the perfect start by sharing your chosen date with your guests – especially if you're planning a summer or Christmas wedding. Above all, you want to share your big day with the people that are special to you.



### *Bridal party*

What roles would you like your family and friends to play in your wedding? Remember they'll need to be reliable!

### *Guest list*

Who's joining you on your big day – at your ceremony, and at your celebration? Remember, people can join you for different elements of the day. Above all, it's about sharing your wedding with the people who mean the most to you.

### *Photographer/Videographer*

What style of photography would you like and will it suit the overall look and feel of your big day? Create an inspiration/mood board to define your chosen style using magazines and sites like Pinterest. Then you can choose a photographer to match and show them your board to share your vision. Meet them personally to make sure they're right for you, ask to see their portfolio and even arrange test pictures to check you're 100% happy. Your wedding pictures will be precious so if you're not sure about anything, we're here to help.

### *Meet your officiant*

Wherever you're getting married, your wedding officiant will be able to help you with every element of your ceremony, so you'll know exactly what it involves and how you can make it bespoke to you.

### *Food & Drink*

Many venues have caterers but alternatively, you can also choose to source your own. Either way, we can help you tailor your menu to suit the look and feel of your wedding and your unique entertaining style. From a decadently luxurious banquet to a wonderful celebration of homegrown, local dishes.

### *Entertainment*

How will you keep your guests entertained throughout the day? From their arrival and your grand entrance, through the in-between moments, and on to your evening celebration and finale? You'll find loads of inspiration online to help you choose.

### *Transport*

How would you like to make your entrance and exit & how will your bridal party travel to and from your ceremony and celebration? Take inspiration from the look & feel of your big day to make sure it feels special.

### *Flowers*

Elevate your guests every sense with flowers chosen for their look, feel, colour and scent – as well as your favourite seasonal blooms of course. We work with some of the very best floral artists to create stunning displays, bouquets and decorations.

### *Toastmaster*

Having a master of ceremonies can help things run smoothly on the day and make sure everyone is in the right place at the right time. You could even ask someone close to you?

### *Honeymoon*

Choose a destination to suit your dream honeymoon – a tranquil hideaway, a romantic paradise, a once-in-a-lifetime adventure...or simply your favourite place. It's a good idea to book your honeymoon using your existing names so you can use your existing passports – it takes a while to get documents back if you're changing your names once you're married.

### *Health & wellbeing*

You'll both want to feel fabulous for your big day so think about anything you'd like to do to prepare – from hitting the gym and eating healthy, to relaxing with yoga and meditation.

### *The dress*

If you're dreaming of a unique, made-to-order dress, you'll need to choose and commission your designer or dressmaker now. A designer dress from a bridal boutique could take 4-6 months, and an off-the-peg dress could take 4-6 weeks for any alterations.

### *Wedding insurance*

An inexpensive way to cover your costs if a supplier lets you down for example, and give yourselves a little peace of mind.



## 6 months +

### *Wedding invitations*

Set the scene with stationery inspired by your unique story and style. We work with the best independent designers in the Midlands, to help you craft bespoke invites and on-the-day stationery and signage.

### *Gift list*

What gifts would mean the most to you as newlyweds? Treasures to furnish your home together? Money towards your dream honeymoon? Something unique to the two of you? Share your ideas on your invitation or your wedding website, so your guests know how to spoil you.

### *Wedding cake*

Have fun tasting samples to choose your perfect wedding cake – whether you want to go traditional, choose something to complement your chosen theme, or go for something different, like cheese!

### *Wedding shoes & accessories*

It's a good idea to have your shoes ready for dress fittings and to think about the extras you'd like to complete your look – from jewellery to a veil or tiara.

### *Make-up & hair*

How would you like to style your hair and make-up on the big day? Choose a hairdresser and make-up artist to match the look and feel you're after and book a trial to try out your ideas. Remember to take along your chosen hair accessories and a picture of your dress.

### *Wedding party outfits*

Why not plan a day with your bridal party to try on outfits and have fun? Once you've chosen a style that complements them and the look and feel of your wedding, you can research online to choose outfits that suit your budget. From bridesmaids dresses, to outfits for the groom, best man, ushers, flower girls and page boys.



## 3 months +

### *Dress alterations*

Have a fitting with your chosen wedding underwear and accessories, to make sure everything feels perfect. Remember, once your dress fits perfectly, you'll want to stay the same size!

### *Skincare*

Look after your skin and treat yourself to a few facials to make sure you look and feel wonderful on the big day.

### *Wedding rings*

As a symbol of your love and commitment to each other, choosing your wedding bands together is a wonderful thing to do as a couple. You could even have bespoke rings made to reflect your unique story and style?

### *Invite your guests*

Traditionally, wedding invitations are sent out 12 weeks before a wedding, but you can send your invites sooner of course. It's useful to include all the information there'll need, and include a reply card for their RSVP and details of any dietary requirements.

### *Hen & stag parties*

Have a blast planning a party to remember with your chief bridesmaid and best man. We can help you create unique events bespoke to your vision and style – from intimate gatherings to legendary celebrations.

### *Décor & table decorations*

Buy, hire or make the finishing touches to style your venue and create your dream ceremony and celebration. We have a wonderful collection of hand-crafted, hand-sourced treasures for hire – from stunning centrepieces like ceremony arches, to gorgeous tableware. Now is also a great time to buy or make your wedding favours.

### *Ceremony music & readings*

Finalise every detail of your ceremony to make sure it's unique to you.

### *Gifts*

Say thank you with meaningful gifts for your wedding party – especially those who have shared in your journey and made your big day possible.

## 1 month to go

### *Final fitting*

This is where you get to try everything on together and make sure you're all happy. You could even treat your closest friends and family to a sneak peek?

### *Check your arrangements*

Speak with everyone in person to confirm all the details for your big day – including your venue, caterers, florist, entertainers and transport and ask them to confirm all arrangements in writing.

### *Perfect your seating plan*

Chase any last minute RSVPs and craft a seating plan that will help your guests to feel relaxed and happy throughout the day. Share final numbers with your venue and caterers. Remember, we can help you create a table plan to suit the look and feel of your wedding.

### *Plan your wedding rehearsal*

Usually held a few days before your wedding, a rehearsal is a great way to bring your wedding party together and run through the ceremony with your officiant. Have fun and make it a special occasion, with dinner and drinks afterwards.

### *Collect suits*

Buy or hire outfits for the groom, best man and ushers and make sure they fit everyone. Check to see when hired outfits need to be returned.

### *Wedding speeches*

Check in with family and friends to make sure any speeches are written and see if they need any photographs or props?



## 1 week to go...eek!

### *Haircare*

Treat yourself to a cut, colour and conditioning treatment to make sure your hair feels wonderful and is ready for your wedding hairstyle.

### *Wedding rehearsal*

A great way to make sure you'll feel relaxed and comfortable on the big day, all ready for your ceremony and to say 'I do'.

### *Pack for your honeymoon*

If you're heading off straight after your wedding, it's best to get everything ready to go now, including your passports, flight details and any currency you need.

### *Wedding shoes*

Have fun wearing your wedding shoes around the house to make sure there'll feel great on the big day!

### *Emergency kit*

Gather together all the things you may need to see you through your ceremony and celebration, from tissues and hairgrips, to make-up and mints and give them to someone in your bridal party to keep on hand for you.

### *Check the weather*

Do you need to invest in some umbrellas, or check the venue has it covered?

### *Beauty & wellbeing treatments*

Spoil yourself and make sure you feel wonderful on the big day – from head to toe. It's also a great way to spend time with your best friend or other half. Don't leave things like waxing, threading or tanning to the last minute, as your skin will need time to calm down.

### *Something blue...*

Have you got your 'something old, something new, something borrowed, something blue'? Many florists include something blue in your bouquet, but it's a good idea to check.

### *Handover the reins*

Choose someone you trust to make sure everything runs smoothly on the day and talk to your wedding suppliers. Make sure they have all the details there'll need – including things like your wedding photography list. We're here to help manage everything behind the scenes if you need our help!

## the day before

### *This is your time*

Take the day off to relax and pop to the venue to make sure everything is perfect. Focus on your wellbeing so you feel wonderful and ready to enjoy your wedding day.

### *Manicure*

Leave it to as close to your wedding as you can so you don't have to worry about breaking a nail or chipping your nail colour.

### *Unwind & sleep tight*

It's not easy with all the excitement, but getting plenty of sleep will help you look and feel your best and get you prepared to celebrate with your family and friends.



## the day

### *Congratulations – you're done it!*

Your big day will fly by in the blink of an eye so take a moment every now and then to stand back and take it all in.

### *After your wedding*

Remember the finishing touches...

- Send thank you cards to acknowledge your gifts.
- Have your wedding dress cleaned and preserved and explore ways to create a lasting memento of your big day, such as preserving flowers from your bouquet.
- Keep in touch with your photographer and/or videographer as they craft your wedding images.
- If you've changed your name/s, arrange any documents that need amending, such as your passport, driving licence and bank details.

12 months until the *wedding day!*

|            |                     |  |  |  |
|------------|---------------------|--|--|--|
| Month/year |                     |  |  |  |
| Monday     |                     |  |  |  |
| Tuesday    |                     |  |  |  |
| Wednesday  |                     |  |  |  |
| Thursday   |                     |  |  |  |
| Friday     |                     |  |  |  |
| Saturday   | <i>Find a venue</i> |  |  |  |
| Sunday     |                     |  |  |  |

















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