

# Wedding Checklist

This is a checklist for organising the church service. Please print it out and use it to help keep track.

## **NOW**

Contact the vicar. The vicar will arrange to meet the two of you as soon as possible. This is to talk about getting married, to explain the practical arrangements, and to collect information that is needed for the registers and the marriage certificate.

Confirm the date of the wedding with the vicar.

## **SIX MONTHS BEFORE**

Arrange for your banns to be read in another parish if you need this. Contact the flower co-ordinator. Contact the bell-ringers if you want them to ring.

## **THREE MONTHS BEFORE**

Contact the vicar here to check when your banns will be read.

## **TWO MONTHS BEFORE**

Confirm the hymns with the vicar, and the other music. If you are having an order of service printed, check it with the vicar before you print it.

## **ONE MONTH BEFORE**

Contact the vicar (or the minister taking the service) to arrange a time for the rehearsal.

## **AT THE REHEARSAL**

Bring the banns certificate if your banns were read in another parish, the orders of service if there are any, and a cheque for the fees.

## **ON THE DAY**

Arrive on time.