

Wedding Checklist & Countdown

Your wedding date: _____

DONE	Your date	Time before wedding *	What
		Minimum 6 months	Contact Parish Administrator re availability of dates
		Minimum 6 months	Get wedding package from office or download from website (including music CD)
		Minimum 6 months	Book first meeting with Rector
		Minimum 5 months	First meeting with Rector
		Minimum 5 months	Submit completed form to Parish Administrator
		Minimum 5 months	Submit \$500 deposit to Parish Administrator
		5 months	Complete Marriage Prep Course
		5 months	Send a copy of Marriage Prep Certificate of Completion to Parish Administrator
		@ 12 weeks before	Book second meeting with Rector
		@ 12 weeks before	Get wedding license from City Hall (valid for 90 days)
		6 weeks	Second meeting with Rector
		6 weeks	Set time / date for wedding rehearsal
		6 weeks	Choose music for ceremony and let Music Director know your choices
		6 weeks	Choose readings for the ceremony and discuss with the Rector
		6 weeks	Choose readers for ceremony
		6 weeks	If there will be a wedding program, submit final copy to office for review and approval BEFORE printing
		6 weeks	Book third meeting with Rector
		At least 3 weeks	Submit wedding license to church office (you can bring it to the church office on the day you get it if you want)
		3 weeks	Submit final payment for wedding to Parish Administrator
		3 weeks	Provide full names and addresses of your witnesses and any updated information, if not already on the original application form
		One week	Third meeting with Rector
		One week	Make arrangements for any deliveries of flowers & setup at church
		1 day before	Rehearsal at church
		Day zero – this is it! You made it!	Get married and live happily ever after

*** NOTE: These are usual dates / timeline. The minimum notice required for a wedding is 60 days, and the process is sped up to match a shorter timeline.**