

The background features a large, light gray diamond-shaped frame with a double-line border. Scattered around and inside the frame are numerous black line-art leaves of various sizes and orientations. The leaves have detailed vein patterns and small stems. The overall aesthetic is clean and elegant.

*Lulan*

Wedding Planning  
Printables

# The Overview

## WEDDING DATE:

Budget:

Style:

Color scheme:

Ceremony location:

Ceremony time:

Address:

Number of guests:

Reception location:

Reception time:

Address:

Number of guests:

## IMPORTANT DATES

## BRIDESMAIDS

## GROOMSMEN

Engagement party:

Bachelor party:

Bachelorette party:

Bridal shower:

Rehearsal dinner:

Honeymoon:



# The daily planner

DATE:

## SCHEDULE:

7 AM	
8 AM	
9 AM	
10 AM	
11 AM	
12 PM	
1 PM	
2 PM	
3 PM	
4 PM	
5 PM	
6 PM	
7 PM	
8 PM	
9 PM	

PRIORITIES

## To do list

- 
- 
- 
- 
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- 
- 

NOTES

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# The guest list tracker

NAME:

ADDRESS:

E-MAIL:

PHONE:

MEAL CHOICE:

# OF GUESTS:

SAVE THE DATE

INVITATION

RSVP RECEIVED

THANK YOU CARD

ENGAGEMENT PARTY

POST-WEDDING BRUNCH

NAME:

ADDRESS:

E-MAIL:

PHONE:

MEAL CHOICE:

# OF GUESTS:

SAVE THE DATE

INVITATION

RSVP RECEIVED

THANK YOU CARD

ENGAGEMENT PARTY

POST-WEDDING BRUNCH

NAME:

ADDRESS:

E-MAIL:

PHONE:

MEAL CHOICE:

# OF GUESTS:

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ADDRESS:

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# OF GUESTS:

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POST-WEDDING BRUNCH

NAME:

ADDRESS:

E-MAIL:

PHONE:

MEAL CHOICE:

# OF GUESTS:

SAVE THE DATE

INVITATION

RSVP RECEIVED

THANK YOU CARD

ENGAGEMENT PARTY

POST-WEDDING BRUNCH

NAME:

ADDRESS:

E-MAIL:

PHONE:

MEAL CHOICE:

# OF GUESTS:

SAVE THE DATE

INVITATION

RSVP RECEIVED

THANK YOU CARD

ENGAGEMENT PARTY

POST-WEDDING BRUNCH

# Bridal party contact list

## MAID OF HONOR

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## BEST MAN

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## BRIDESMAID

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## GROOMSMAN

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## BRIDESMAID

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## GROOMSMAN

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## BRIDESMAID

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## USHER

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## FLOWER GIRL

Name .....

Address .....

Phone .....

Email .....

Tasks .....

## RING BEARER

Name .....

Address .....

Phone .....

Email .....

Tasks .....

# Bridal party contact list

**ROLE:**

Name .....

Address .....

Phone .....

Email .....

Tasks .....

**ROLE:**

Name .....

Address .....

Phone .....

Email .....

Tasks .....

**ROLE:**

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Email .....

Tasks .....

**ROLE:**

Name .....

Address .....

Phone .....

Email .....

Tasks .....

# Bridal shower planner

DATE	TIME	VENUE	HOST

NAME	RSVP	ATTENDING?	CONTACT DETAILS
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	
		Y/N	

SHOPPING LIST
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
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<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

ACTIVITIES
<input type="checkbox"/>
<input type="checkbox"/>
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<input type="checkbox"/>

NOTES





# Rehearsal dinner planner

VENUE \_\_\_\_\_

EMAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_

DATE \_\_\_\_\_

\_\_\_\_\_

TIME \_\_\_\_\_

PHONE \_\_\_\_\_

# OF GUESTS \_\_\_\_\_

FOOD \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BEVERAGES \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DECOR & FLOWERS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SCHEDULE / ACTIVITIES \_\_\_\_\_

NOTES \_\_\_\_\_

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TOTAL:	DEPOSIT / PAID ON:	BALANCE / DUE ON:

# Wedding planning timeline

*Congratulations! You're engaged*

## 12 MONTHS

- DISCUSS & SET YOUR BUDGET
- DECIDE WHAT TYPE OF WEDDING YOU WANT (FORMAL/INFORMAL, LOCATION, STYLE...)
- SET & CONFIRM A WEDDING DATE
- HIRE A WEDDING CONSULTANT (IF YOU FEEL OVERWHELMED)
- DRAW UP YOUR PRELIMINARY GUEST LIST
- ANNOUNCE YOUR ENGAGEMENT (SEND SAVE THE DATE CARDS)
- RESEARCH CEREMONY & RECEPTION VENUES - BOOK AS SOON AS POSSIBLE!
- CREATE AN INSPIRATIONAL MOOD BOARD ON PINTEREST TO SHARE YOUR VISION WITH VENDORS
- PLAN AN ENGAGEMENT PARTY
- 
- 

## 10 MONTHS - 11 MONTHS

- CREATE A WEDDING WEBSITE
- START YOUR WEDDING GOWN RESEARCH
- THINK OF HONEYMOON DESTINATIONS
- RESEARCH & MEET DIFFERENT VENDORS (PHOTOGRAPHER, CATERER, MUSICIANS...)
- TAKE ENGAGEMENT PHOTOS
- 
- 

## 9 MONTHS

- REGISTER FOR GIFTS
- BOOK ACCOMMODATION FOR OUT-OF-TOWN GUESTS
- DECIDE ON A WEDDING THEME AND COLOR PALETTE
- DISCUSS CEREMONY SERVICE WITH OFFICIANT
- PURCHASE YOUR WEDDING STATIONERY (INVITATIONS, RSVPs, THANK YOU CARDS...)
- START YOUR FITNESS ROUTINE (IF DESIRED)
- OBTAIN WEDDING INSURANCE
- 
- 

## 8 MONTHS

- HIRE A PHOTOGRAPHER / VIDEOGRAPHER
- BOOK HOTEL ROOM FOR YOUR WEDDING NIGHT
- RESERVE CEREMONY/RECEPTION RENTAL ITEMS (CHAIRS, GLASSWARE...)
- HIRE A MUSICIAN/BAND
- HIRE A CATERER
- HIRE A FLORIST
- SHOP FOR WEDDING RINGS
- HAVE A CAKE TASTING AND DECIDE ON FLAVOR & DESIGN
- SELECT YOUR HAIR AND MAKEUP ARTIST & SCHEDULE TRIALS 2 MONTHS BEFORE WEDDING
- START PLANNING YOUR HONEYMOON
- 
-

#### 5-7 MONTHS

- PURCHASE A CEREMONY & RECEPTION DECORATIONS
- FINALIZE YOUR WEDDING GUEST LIST
- CREATE YOUR REHEARSAL DINNER GUEST LIST
- BOOK YOUR REHEARSAL DINNER VENUE
- HAVE A DRESS FITTING
- ORDER BRIDESMAIDS' DRESSES
- RESERVE/PURCHASE FORMAL WEAR FOR GROOM & GROOMSMEN
- PROVIDE BRIDAL SHOWER GUEST LIST TO YOUR MAID OF HONOR
- CHOOSE ATTIRE FOR FLOWER GIRL & RING BEARER
- PURCHASE WEDDING ACCESSORIES (SHOES, JEWELRY, UNDERGARMENTS...)
- HIRE WEDDING TRANSPORTATION/LIMO FOR THE BRIDE, GROOM, BRIDAL PARTY & OUT-OF-TOWN GUESTS
- MAKE SURE YOUR PASSPORT IS UPDATED (IF NEEDED)
- 
- 

#### 4 MONTHS

- DECIDE ON A WEDDING PLAYLIST (INCLUDING 'DO NOT PLAY' LIST )
- SELECT FIRST DANCE SONG
- SCHEDULE ADDITIONAL WEDDING DRESS ALTERATIONS (IF NECESSARY)
- ORDER WEDDING FAVORS
- PLAN ON WELCOME BAGS FOR OUT-OF-TOWN GUESTS
- BOOK YOUR HONEYMOON
- 
- 

#### 3 MONTHS

- MEET WITH OFFICIANT & FINALIZE TIMELINE FOR CEREMONY & RECEPTION
- SEND YOUR WEDDING INVITATIONS
- ORDER ADDITIONAL STATIONERY (WEDDING PROGRAMS, TABLE NUMBERS, WEDDING SIGNAGE...)
- CONFIRM WEDDING MENU AND ORDER MENU CARDS
- FINALIZE FLOWER ARRANGEMENTS WITH YOUR FLORIST
- PURCHASE GIFTS FOR PARENTS, BRIDAL PARTY & TO EACH OTHER
- BOOK TIME OFF FROM WORK FOR YOUR HONEYMOON
- WRITE YOUR WEDDING VOWS
- PURCHASE A WEDDING GUEST BOOK
- APPLY FOR A MARRIAGE LICENSE
- ATTEND YOUR WEDDING/BRIDAL SHOWER
- SEND THE WEDDING DAY TIMELINE TO THE VENDORS
- DECIDE ON WHO WILL BE GIVING A TOASTS
- ORDER/DIY REHEARSAL DINNER INVITATIONS
- 
- 

#### 2 MONTHS

- CONFIRM DETAILS WITH ALL OF YOUR VENDORS
- TRACK AND ORGANIZE RSVP CARDS YOU RECEIVE
- PLAN RECEPTION SEATING CHARTS
- MAIL THANK YOU NOTES FOR SHOWER GIFTS
- PICK UP WEDDING RINGS
- SUBMIT YOUR WEDDING ANNOUNCEMENT TO THE NEWSPAPER
- HAVE A BRIDAL PARTY DRESS FITTING
- 
-

### 1 MONTH

- ATTEND HAIR & MAKEUP TRIALS
- OBTAIN A MARRIAGE LICENSE
- MAIL OUT YOUR REHEARSAL DINNER INVITATIONS
- COLLECT SOMETHING OLD, SOMETHING NEW, BORROWED & BLU
- FINALIZE YOUR RECEPTION SEATING PLAN
- CALL THE GUESTS WHO HAVE NOT SENT A RESPONSE
- CONFIRM BRIDESMAIDS FINISHED DRESS ALTERATIONS
- 
- 

### 2 WEEKS

- DELIVER YOUR PHOTOSHOOT LIST TO YOUR PHOTOGRAPHER
- CHECK IN & CONFIRM ALL RENTAL AND DELIVERY DATES
- FINALIZE & PRINT ADDITIONAL STATIONERY (CEREMONY PROGRAMS, MENUS, WELCOME SIGN...)
- CONFIRM ARRIVAL TIME OF YOUR GUESTS
- PROVIDE FINAL GUEST COUNT TO YOUR CATERER
- CONFIRM WEDDING DAY DETAILS WITH ALL SERVICE PROVIDERS
- PICK UP WEDDING DRESS & WEDDING RINGS
- ATTEND BACHELORETTE/BACHELOR PARTY
- PREPARE A WEDDING DAY EMERGENCY KIT
- DELIVER THE FINAL PLAYLIST TO MUSICIANS/BAND/DJ
- FINAL FITTING FOR GROOM
- 
- 

### 1 WEEK

- CONFIRM ALL DUTIES WITH THE WEDDING PARTY
- HAVE FINAL PAYMENTS AND CASH TIPS FOR ALL VENDORS
- ASSIGN RESPONSIBILITIES TO ATTENDANTS
- DROP OFF SEATING & TABLE CARDS TO THE CATERER/ VENUE MANAGER
- CONFIRM RESERVATIONS FOR OUT-OF-TOWN GUESTS
- CONFIRM HONEYMOON RESERVATIONS
- PICK UP FORMALWEAR FOR GROOM/ HAVE GROOM TO PICK IT UP
- GET YOUR HAIRCUT
- BOOK A SPA DAY/MASSAGE
- ASSEMBLE AND DISTRIBUTE YOUR WELCOME BASKETS
- 
- 

### 3 DAYS

- CONFIRM RESERVATIONS FOR REHEARSAL DINNER
- GIVE WEDDING DAY TIMELINE TO BRIDAL PARTY
- MAKE SURE YOU HAVE ALL DOCUMENTS REQUIRED FOR HONEYMOON TRAVELLING
- CHECK IN WITH BEST MAN TO MAKE SURE GROOMSMEN HAVE THEIR FORMALWEAR
- ASK SOMEONE TO SEND FORMALWEAR BACK TO THE RENTAL STORE AND BRIDE'S GOWN TO CLEANING (after wedding)
- CONTACT TRANSPORTATION COMPANY AND CONFIRM ARRANGEMENTS
- 
-



# Our Wedding Budget worksheet

INCOME	PLAN	FINAL
PARENTS' CONTRIBUTIONS		
SAVINGS		
LOAN		
OTHERS		
TOTAL		

EXPENSES	ESTIMATE	ACTUAL COST	DEPOSIT PAID	BALANCE	DUE
BRIDAL SHOWER					
BACHELORETTE PARTY					
BACHELOR PARTY					
ENGAGEMENT PARTY					
LOCATION FEE					
CATERING					
BEVERAGES					
FLOWERS					
DECOR					
INVITATIONS					
RENTAL ITEMS					
OTHER					
REHEARSAL DINNER					
LOCATION FEE					
CATERING					
BEVERAGES					
FLOWERS					
DECOR					
INVITATIONS					
RENTAL ITEMS					
OTHER					

EXPENSES	ESTIMATE	ACTUAL COST	DEPOSIT PAID	BALANCE	DUE
<b>POST WEDDING LUNCH</b>					
LOCATION FEE					
CATERING					
BEVERAGES					
FLOWERS					
DECOR					
INVITATIONS					
RENTAL ITEMS					
OTHER					
<b>CEREMONY</b>					
LOCATION FEE					
OFFICIANT'S FEE					
MARRIAGE LICENSE					
CEREMONY SITE DECOR					
OTHER					
<b>RECEPTION</b>					
RECEPTION SITE FEE					
RENTAL ITEMS					
MARQUEE					
PARKING					
CATERING					
BAR/BEVERAGES:					
WINE					
BEER					
LIQUOR					
NON-ALCOHOLIC					
TIPS/GRATUITIES					
TABLE DECOR					
VENUE DECOR					
LIGHTING					
LIABILITY INSURANCE					
OTHER					
<b>WEDDING RINGS</b>					
BRIDE'S RING					
GROOM'S RING					
ENGRAVING					

EXPENSES	ESTIMATE	ACTUAL COST	DEPOSIT PAID	BALANCE	DUE
<b>WEDDING ATTIRE &amp; ACCESSORIES</b>					
BRIDE:					
WEDDING DRESS					
VEIL/HEADPIECE					
JEWELRY					
SHOES					
LINGERIE					
GLOVES					
PURSE					
EXTRA ALTERATIONS					
OUTFIT FOR PRE-WEDDING EVENTS					
CLEANING					
OTHER					
GROOM:					
TUXEDO/SUIT					
SHOES					
CUFFLINKS					
TIE/CRAVAT					
OUTFIT FOR PRE-WEDDING EVENTS					
OTHER					
<b>WEDDING CAKE</b>					
CAKE					
CAKE KNIFE					
CAKE STAND					
CAKE TOPPER					
BOXES					
CAKE TABLE DECOR					
DELIVER FEE					
<b>FLOWERS+DECOR</b>					
BRIDE'S BOUQUET					
BRIDESMAIDS POSIES					
CORSAGES					
GROOMSMEN BOUTONNIERES					
RECEPTION TABLE CENTREPIECES					
FLOWER GIRL BASKET					
RING BEARER PILLOW					
CONFETTI/BUBBLES/ROSE PETALS					
CAR DECORATIONS					
WREATHS					



EXPENSES	ESTIMATE	ACTUAL COST	DEPOSIT PAID	BALANCE	DUE
GARLANDS					
AISLE RUNNER					
RESTROOM DECOR					
DELIVERY & SET UP FEE					
OTHER					
<b>MUSIC</b>					
RECEPTION (MUSICIAN/BAND)					
CEREMONY (MUSICIAN/BAND)					
SOUND EQUIPMENT					
OTHER					
<b>PHOTO &amp; VIDEO</b>					
PHOTOGRAPHER					
VIDEOGRAPHER					
ENGAGEMENT PORTRAIT					
WEDDING ALBUM					
PRINTS					
OTHER					
<b>GIFTS &amp; FAVORS</b>					
WEDDING FAVORS					
OUT OF TOWN GUESTS WELCOME BAG					
MAID OF HONOR					
BEST MAN					
BRIDESMAIDS					
GROOMSMEN					
FLOWER GIRL & RING BEARER					
BRIDE'S PARENTS					
GROOM'S PARENTS					
EACH OTHER					
<b>TRANSPORT RENTALS</b>					
CAR RENTAL FOR BRIDE & GROOM					
CAR RENTAL FOR BRIDAL PARTY					
GUEST SHUTTLE					
TIPS/GRATUITIES					

<b>EXPENSES</b>	<b>ESTIMATE</b>	<b>ACTUAL COST</b>	<b>DEPOSIT PAID</b>	<b>BALANCE</b>	<b>DUE</b>
<b>STATIONERY</b>					
SAVE THE DATE					
ENGAGEMENT PARTY INVITATIONS					
REHEARSAL DINNER INVITATIONS					
WEDDING INVITATIONS					
RECEPTION CARD					
RSVP CARDS					
DETAILS CARDS					
WISHING WELL					
THANK YOU CARDS					
OUTER ENVELOPES					
INNER ENVELOPES					
WEDDING PROGRAMS					
DINNER MENUS					
WELCOME SIGN					
OTHER SIGNS ( CARDS+GIFT, BAR MENU...)					
SEATING CHART					
TABLE NUMBERS					
ESCORT CARDS					
GUESTBOOK					
POSTAGE					
CALLIGRAPHY					
ELOPEMENT ANNOUNCEMENTS					
<b>BEAUTY</b>					
HAIR					
MAKE UP					
MANICURE/PEDICURE					
SPA/MASSAGE					
TANNING					
GROOM'S HAIR					
OTHER					
<b>STAFF HIRE</b>					
WAITERS					
BARTENDERS					
SERVERS					
CLEANERS					
MAINTENANCE					
DAY OF COORDINATOR					



# Bride's wedding gown

SALON .....

PHONE .....

EMAIL .....

WEBSITE .....

ADDRESS .....

APPOINTMENT .....

**FAVORITE GOWNS:**

DESIGNER / STORE	STYLE	DESCRIPTION	COST

**ACCESSORIES**

**SHOES**

DESIGNER .....

STYLE .....

COST .....

DESCRIPTION .....

.....

.....

**VEIL**

DESIGNER .....

STYLE .....

COST .....

DESCRIPTION .....

.....

.....

**HEADPIECE**

DESIGNER .....

STYLE .....

COST .....

DESCRIPTION .....

.....

.....

**GLOVES**

DESIGNER .....

STYLE .....

COST .....

DESCRIPTION .....

.....

.....

**WRAP / SHAWL**

DESIGNER .....

STYLE .....

COST .....

DESCRIPTION .....

.....

.....

**OTHER:**

DESIGNER .....

STYLE .....

COST .....

DESCRIPTION .....

.....

.....

# She said yes to the dress

## WEDDING GOWN & ACCESSORIES ORDER WORKSHEET

SALON .....

PHONE .....

EMAIL .....

STYLE .....

SIZE .....

COST .....

DEPOSIT / PAID ON: .....

ADDRESS .....

WEBSITE .....

DESCRIPTION .....

BALANCE / DUE ON: .....

### TAILOR

CONTACT .....

PHONE .....

EMAIL .....

ADDRESS .....

WEBSITE .....

FEE .....

### FITTING APPOINTMENT DATES:

1. DATE/TIME:	2. DATE/TIME:	FINAL:	PICK-UP DATE:
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### ACCESSORIES

SHOES

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

VEIL

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

HEADPIECE

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

GLOVES

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

WRAP/ SHAWL

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

OTHER:

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

# Bridesmaids' attire

SALON .....

PHONE .....

EMAIL .....

STYLE .....

.....

COST .....

DEPOSIT / PAID ON: .....

ADDRESS .....

.....

WEBSITE .....

DESCRIPTION .....

.....

DELIVERY/ PICK UP: .....

BALANCE / DUE ON: .....

## MEASUREMENTS

NAME	HEIGHT	BUST	WAIST	HIPS	SHOE SIZE

## TAILOR / FITTING

CONTACT .....

PHONE .....

EMAIL .....

FITTING DATE .....

ADDRESS .....

.....

FEE .....

PICK UP DATE .....

## ACCESSORIES

### SHOES

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

### OTHER:

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

### OTHER:

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

### OTHER:

DESIGNER .....

SIZE .....

STYLE .....

COST .....

DESCRIPTION .....

DELIVERY DATE .....

# Groom's attire

STORE .....

PHONE .....

EMAIL .....

ADDRESS .....

WEBSITE .....

STYLE .....

COLOR .....

COST .....

DEPOSIT / PAID ON: .....

DESCRIPTION .....

PICK UP .....

RETURN DATE .....

BALANCE / DUE ON: .....

## MEASUREMENTS

JACKET					PANTS			SHIRT		SHOE SIZE
NECK	WAIST	CHEST	SHOULDER WIDTH	SLEEVE INSEAM / OUTSEAM	INSEAM	OUTSEAM	WAIST	NECK	SLEEVE	

## TAILOR / FITTING

CONTACT .....

PHONE .....

EMAIL .....

FITTING TIME / DATE .....

ADDRESS .....

FEE .....

PICK UP DATE .....

## ACCESSORIES

ITEM:

STORE .....

SIZE .....

COLOR .....

COST .....

DELIVERY DATE .....

ITEM:

STORE .....

SIZE .....

COLOR .....

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SIZE .....

COLOR .....

COST .....

DELIVERY DATE .....

ITEM:

STORE .....

SIZE .....

COLOR .....

COST .....

DELIVERY DATE .....

# Groomsmen's attire

STORE .....

PHONE .....

EMAIL .....

ADDRESS .....

WEBSITE .....

STYLE .....

COLOR .....

COST .....

DEPOSIT / PAID ON: .....

DESCRIPTION .....

PICK UP .....

RETURN DATE .....

BALANCE / DUE ON: .....

## MEASUREMENTS

NAME	JACKET					PANTS			SHIRT		SHOE SIZE
	NECK	WAIST	CHEST	SHOULDER WIDTH	SLEEVE INSEAM / OUTSEAM	INSEAM	OUTSEAM	WAIST	NECK	SLEEVE	

## TAILOR / FITTING

CONTACT .....

PHONE .....

EMAIL .....

FITTING TIME / DATE .....

ADDRESS .....

FEE .....

PICK UP DATE .....

## ACCESSORIES

ITEM:

STORE .....

SIZE .....

COLOR .....

COST .....

DELIVERY DATE .....

ITEM:

STORE .....

SIZE .....

COLOR .....

COST .....

DELIVERY DATE .....

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SIZE .....

COLOR .....

COST .....

DELIVERY DATE .....

ITEM:

STORE .....

SIZE .....

COLOR .....

COST .....

DELIVERY DATE .....



# Wedding stationery checklist

## PRE-WEDDING

- Engagement announcements
- Engagement party invitations
- Save the dates
- Bridal shower
- Bachelor party invitations
- Bachelorette party invitations
- Rehearsal dinner invitation
- 

## WEDDING DAY

- Ceremony programs
- Signs ( welcome, directions, bar...)
- Seating chart
- Escort cards
- Place cards
- Table numbers
- Favor/Thank you tags
- Guest book
- Menus
- 

## INVITATION SUITE

- Wedding invitations
- RSVP cards + Envelopes
- Outer envelopes
- Gift registry cards
- Wishing well cards
- Direction cards /map
- Accommodation cards
- Details card
- Weekend itinerary
- Reception card
- Post Wedding brunch invitations
- 

## POST-WEDDING

- Thank you notes
- Change of name/address cards
- Marriage announcements
- 
-

# Wedding stationery budget

	QTY	ESTIMATE	ACTUAL COST	NOTE
<b>PRE-WEDDING</b>				
Engagement announcements				
Engagement party invitations				
Save the dates				
Bridal shower invitations				
Bachelor party invitations				
Bachelorette party invitations				
Rehearsal dinner invitations				
<b>WEDDING</b>				
Wedding invitations				
Outer Envelopes				
RSVP cards				
RSVP Envelopes				
Reception card				
Gift registry cards				
Wishing well cards				
Direction cards /map				
Accommodation cards				
Details card				
Weekend itinerary				
Post Wedding brunch invitations				
Thank you notes				
<b>CEREMONY &amp; RECEPTION</b>				
Ceremony programs				
Signs ( welcome, bar...)				
Seating chart				
Escort cards				
Place cards				
Table numbers				
Favor/Thank you tags				
Guest book				
Menus				
<b>POST-WEDDING</b>				
Change of name/address cards				
Marriage announcements				

# The Ceremony Order

## Processional order

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

## Recessional order

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

## Ceremony parts

LIST THE PARTS OF YOUR CEREMONY & WHO IS ASSIGNED TO WHAT PART

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_





# Venue comparison worksheet

	#1	#2	#3	NOTES
VENUE NAME				
WEBSITE				
CAPACITY				
LOCATION FEE				
CATERERS				
BARTENDER				
LIQUOR				
SECURITY				
WEDDING CAKE				
CAKE DECORATIONS				
DISHES				
GLASSWARE				
NAPKINS				
LINENS				
TABLES				
CHAIRS				
SOUND SYSTEM				
DANCE FLOOR				
HOTELS NEARBY				
CANCELLATION POLICY				
PARKING FEE				
WHEELCHAIR ACCESS				

# Important questions to ask your venue

1. Do you have my date available?
2. What is the capacity? How many people can the venue accommodate?
3. What is the location/site rent fee?
4. What does it include? What does it exclude?
5. How many hours does the rental fee include? How much is an additional hour?
6. How many parking spaces are available on site?
7. Is there the possibility to rent additional parking spaces? (if needed)
8. Can I use my vendors? If no, Can I have a list of available vendors?
9. Can I bring in a cake from an outside cake maker? Is there a cutting fee?
10. Do you do all the set up and tear down of items you provide?
11. When is the earliest time I can start set up on my wedding day?
12. What are the restrictions of the space usage? Is it allowed to use open flame candles?
13. Are there any restrictions on photography/videography?
14. Does the venue own sound equipment?
15. Are there any noise restrictions?
16. Do I need to get any insurance or permit?
17. Is there a bridal room & groom's suite?
18. Can I see a sample of items you provide? Are there any additional fees?
19. How much is the deposit? Is it refundable?
20. When is the balance due?
21. What is the payment plan for the entire bill?
22. What is your cancellation policy?
23. Is the site accessible for a wheelchair?
24. Will there be security guards? Or do I need to make my own arrangements?

# Reception seating chart

TABLE #

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

TABLE #

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

TABLE #

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

TABLE #

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

TABLE #

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

TABLE #

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

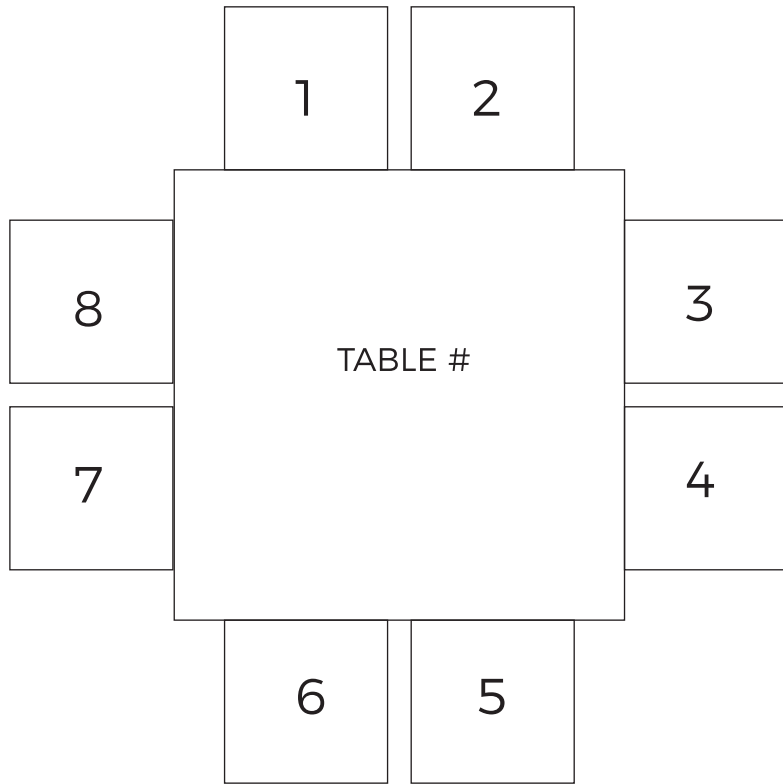


# Seating arrangements - Head table

1	2	3	4	5	6	7	8	9	10

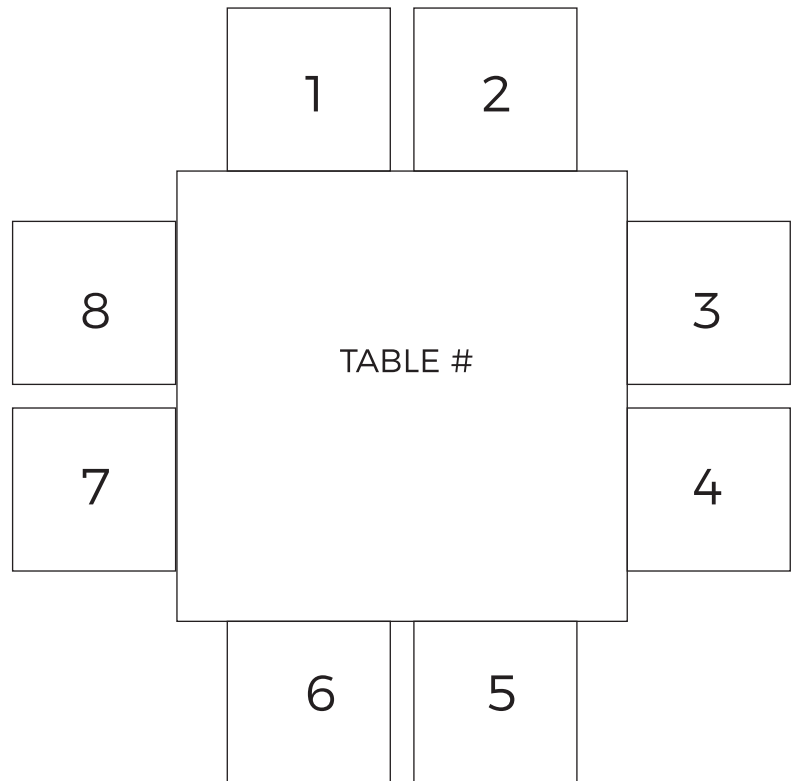
- 1 .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....
- 9 .....
- 10 .....

# Seating arrangements - square tables

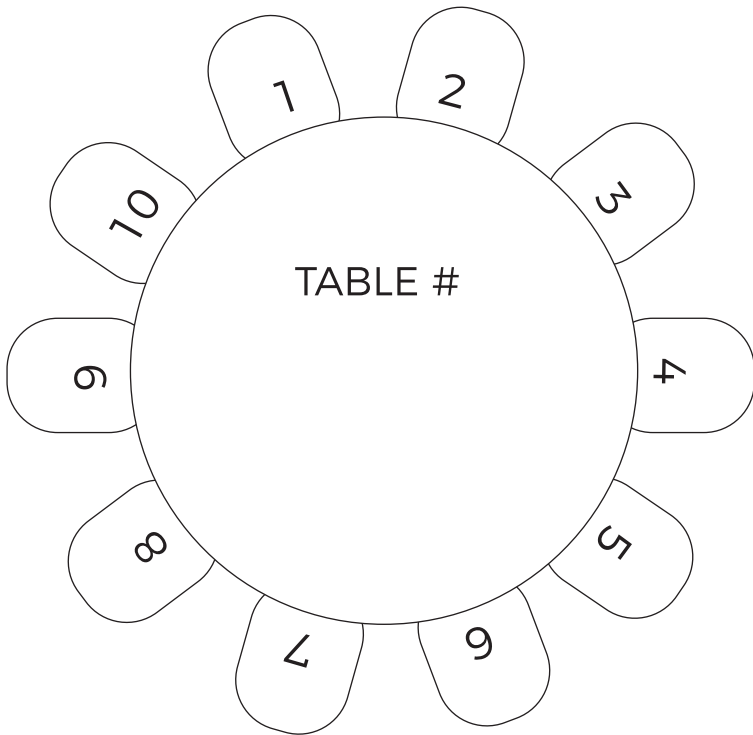


- 1 .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....
- 9 .....
- 10 .....

- 1 .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....
- 9 .....
- 10 .....

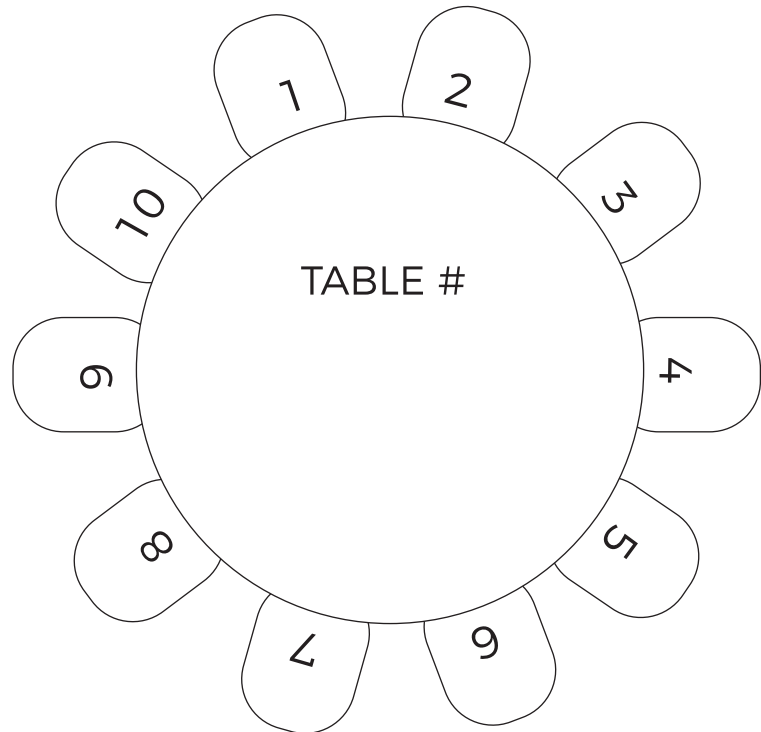


# Seating arrangements - round tables

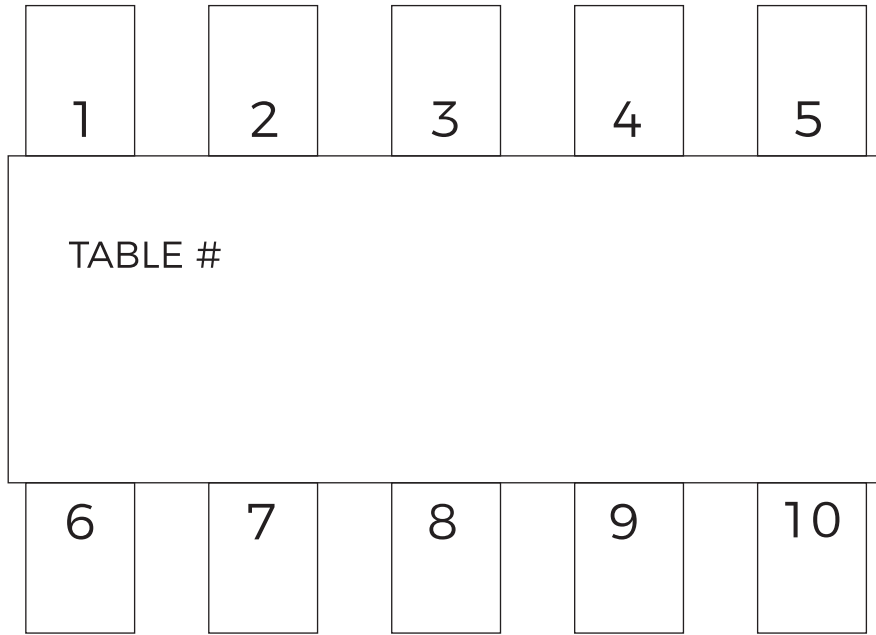


- 1 .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....
- 9 .....
- 10 .....

- 1 .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....
- 9 .....
- 10 .....

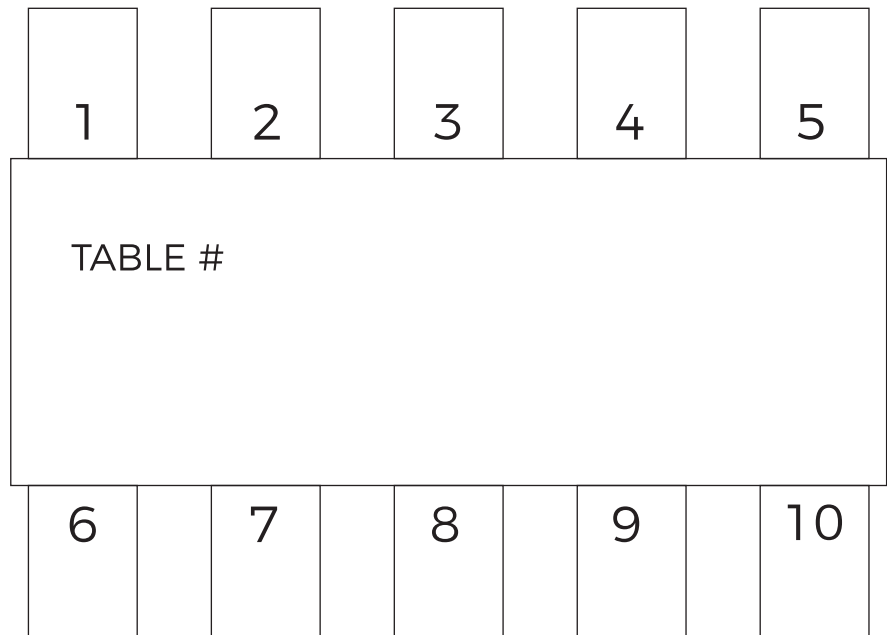


# Seating arrangements - rectangular tables



- 1 .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....
- 9 .....
- 10 .....

- 1 .....
- 2 .....
- 3 .....
- 4 .....
- 5 .....
- 6 .....
- 7 .....
- 8 .....
- 9 .....
- 10 .....





# Important questions to ask your caterer

1. Given the budget & date of my wedding, what are some menu items that you suggest?
2. What would the cost-per-person be?
3. How would you describe your cuisine? Do you specialize in certain cuisines?
4. Do you offer menu tastings so we can try your food before booking? If yes, how much do you charge?
5. Is food prepared on-site or prepared off-site and stored in "hot boxes?"
6. Can you accommodate special dietary requirements?
7. Could we provide our recipe to include in the menu?
8. Is coffee and tea service included with the per-person meal charge? What brands of each do you offer ?
9. If there is leftover food from our event, can we have it wrapped up for guests to take home ?
10. How many other weddings will your company handle that same weekend/day/hour?
11. How many waiting staff would you recommend for the size of our wedding and will you provide these staff?
12. Are you licensed to serve alcohol?
13. Do you have public liability insurance?
14. Does that cost-per-person just cover the food, or are charges such as staff, rentals, and linens included?
15. What service costs are included and what costs are additional? Are set-up and clean-up included?
16. How much is the overtime fee if the reception runs long?
17. How will the servers be dressed?
18. Is gratuity automatically included or do you tip staff on the day of the wedding?
19. Do you provide linens, glasses, plates, silverware, tables, chairs, serving pieces, and decorative flowers for trays?
20. What color and style of linens, glasses, plates, and accessories are available?
21. Will you be the person personally handling my wedding on my wedding day? If not, when can I meet the on-site coordinator?
22. How much time will you need for set-up and clean-up?
23. Can you provide a wedding cake? If we provide it, do you charge a cake cutting and serving fee?
24. Do you charge for beverage service?
25. If we want to provide our own wine, champagne, and liquor, do you charge a corkage fee?
26. Will you provide special meals for any children who attend, and is there a discounted charge for them?
27. Can we see a copy of your standard contract?
28. What deposit do you require to hold the date, and when will the rest of the money be due?
29. Can you provide references?

# The Flowers

FLORIST ..... ADDRESS .....  
 PHONE .....  
 EMAIL .....  
 WEBSITE .....

BOUQUET:	DESCRIPTION	QUANTITY	COST
BRIDE			
MAID OF HONOR			
MATRON OF HONOR			
BRIDESMAIDS			
FLOWER GIRL			

CORSAGES:	DESCRIPTION	QUANTITY	COST
BRIDE'S MOTHER			
GROOM'S MOTHER			
GRANDMOTHERS			
GODMOTHERS			
PERSONAL ATTENDANTS			

BOUTONNIERES:	DESCRIPTION	QUANTITY	COST
GROOM			
BESTMAN			
GROOMSMEN			
USHERS			
RING BEARER			
BRIDE'S FATHER			
GROOM'S FATHER			
GRANDFATHERS			
GODFATHERS			

CEREMONY:	DESCRIPTION	QUANTITY	COST
ALTAR			
MAIN ENTRANCE			
AISLE RUNNER			
CHAIRS			
CANDLE ARRANGEMENTS			
TOSSING PETALS			
GATEWAY CAR			

RECEPTION:	DESCRIPTION	QUANTITY	COST
HEAD TABLE			
TABLE CENTREPIECES			
CAKE TABLE			
CAKE DECOR			
BAR			
BUFFET TABLE			
GUESTBOOK TABLE			
GIFT TABLE			
GARLANDS			

OTHER:	DESCRIPTION	QUANTITY	COST
BRIDE'S HAIR DECOR			







# Rental items checklist

## DINNERWARE + FLATWARE:

- Dinner plates
- Salad plates
- Soup bowls
- Chargers
- Dessert plates
- Tea/coffee cups + saucers
- Bread & butter plates
- Butter knives
- Dinner knives
- Dinner forks
- Steak knives
- Salad forks
- Soup spoons
- Dessert spoons
- Teaspoons

## GLASSWARE:

- Water glasses
- Red wine glasses
- White wine glasses
- Champagne flutes
- Wine decanter

## LINENS:

- Dinner napkins
- Head table cloth
- Reception table cloths
- Cake table cloth
- Buffet table cloth
- Table runners
- Chair covers
- Table skirting

## SERVING ITEMS:

- Cake stand
- Cake server set
- Service trays
- Pitchers
- Tea/coffee pots
- Creamer & sugar sets
- Salt & pepper shakers

## TENT

## TENT ACCESSORIES:

- Flooring
- Side walls
- Lighting
- Heaters

## TABLES+ CHAIRS:

- Reception tables
- Head table
- Cake table
- Buffet tables
- Chairs

## OTHER:

- Dance floor
- Portable audio system
- Stage
- Portable toilets
- Candelabras
- Candle holders
- 
-



# Transportation

COMPANY .....

PHONE .....

EMAIL .....

WEBSITE .....

ADDRESS .....

TO CEREMONY SITE	BRIDE+FATHER	BRIDAL PARTY	GUESTS
TYPE OF VEHICLE			
MAKE/ MODEL			
PICK-UP TIME/ LOCATION			
DRIVER NAME/ NO.			
COST PER HOUR:			
OVERTIME RATE			
ESTIMATE HOURS			
TOTAL:		DEPOSIT / PAID ON:	BALANCE / DUE ON:

TO RECEPTION VENUE	BRIDE & GROOM	BRIDAL PARTY	GUESTS
TYPE OF VEHICLE			
MAKE/ MODEL			
PICK-UP TIME/ LOCATION			
DRIVER NAME/ NO.			
COST PER HOUR:			
OVERTIME RATE			
ESTIMATE HOURS			
TOTAL:		DEPOSIT / PAID ON:	BALANCE / DUE ON:

# Guests accommodations worksheet

## HOTEL

NAME .....

ADDRESS .....

PHONE .....

EMAIL .....

WEBSITE .....

RESERVATION PHONE #: .....

NOTES .....

ROOM RATE .....

NO. OF ROOMS RESERVED .....

RESERVATIONS BY: .....

CONFIRMATION # .....

## TRANSPORTATION (SHUTTLE SERVICE)

COMPANY .....

NOTES .....

PHONE .....

EMAIL .....

WEBSITE .....

TYPE OF VEHICLE .....

PICK-UP TIME/ LOCATION .....

DROP-OFF TIME/ LOCATION .....

RESERVATION BY: .....

CONFIRMATION # .....

COST .....

# Honeymoon packing list

- |                            |         |         |
|----------------------------|---------|---------|
| ● Passports                | ● _____ | ● _____ |
| ● Visa (if required)       | ● _____ | ● _____ |
| ● Driver's license         | ● _____ | ● _____ |
| ● Boarding pass            | ● _____ | ● _____ |
| ● Other tickets            | ● _____ | ● _____ |
| ● Credit / debit cards     | ● _____ | ● _____ |
| ● Hotel confirmation       | ● _____ | ● _____ |
| ● Rental car confirmation  | ● _____ | ● _____ |
| ● Itinerary                | ● _____ | ● _____ |
| ● Insurance                | ● _____ | ● _____ |
| ● Cash                     | ● _____ | ● _____ |
| ● Photocopy of documents   | ● _____ | ● _____ |
| ● Travel guide/ guide book | ● _____ | ● _____ |
| ● Book                     | ● _____ | ● _____ |
| ● Journal + pen            | ● _____ | ● _____ |
| ● Sunglasses               | ● _____ | ● _____ |
| ● Toiletries               | ● _____ | ● _____ |
| ● First aid kit            | ● _____ | ● _____ |
| ● Medications              | ● _____ | ● _____ |
| ● Prescriptions            | ● _____ | ● _____ |
| ● Adapters & converters    | ● _____ | ● _____ |
| ● Camera/phone charger     | ● _____ | ● _____ |
| ● Camera                   | ● _____ | ● _____ |
| ● Headphones               | ● _____ | ● _____ |
| ● Ipod/mp3 player          | ● _____ | ● _____ |
| ● _____                    | ● _____ | ● _____ |
| ● _____                    | ● _____ | ● _____ |
| ● _____                    | ● _____ | ● _____ |
| ● _____                    | ● _____ | ● _____ |

# Honeymoon travel worksheet

DATE .....

DESTINATION .....

## AIRFARE

DEPART FROM: .....

DATE .....

AIRLINE .....

DEPART FROM: .....

DATE .....

AIRLINE .....

## TRANSPORT TO AIRPORT

COMPANY .....

PHONE .....

EMAIL .....

PICK UP DATE / TIME .....

LOCATION .....

CONFIRMATION # .....

## TRANSPORT TO AIRPORT

COMPANY .....

PHONE .....

EMAIL .....

PICK UP DATE / TIME .....

LOCATION .....

CONFIRMATION # .....

## CAR RENTAL

COMPANY .....

PHONE .....

EMAIL .....

MAKE/MODEL .....

PICK UP DATE/ TIME/ LOCATION .....

RETURN DATE/ TIME/ LOCATION .....

## ACCOMMODATIONS

NAME .....

CHECK-IN TIME/ DATE .....

CHECK-OUT TIME/ DATE .....

ADDRESS .....

PHONE .....

EMAIL .....

NOTES .....

DESTINATION .....

TIME .....

FLIGHT # .....

DESTINATION .....

TIME .....

FLIGHT # .....

## TRANSPORT TO ACCOMMODATION

COMPANY .....

PHONE .....

EMAIL .....

PICK UP DATE / TIME .....

LOCATION .....

CONFIRMATION # .....

## TRANSPORT TO HOME

COMPANY .....

PHONE .....

EMAIL .....

PICK UP DATE / TIME .....

LOCATION .....

CONFIRMATION # .....

WEBSITE .....

ADDRESS .....

FUEL POLICY .....

NOTES .....

NAME .....

CHECK-IN TIME/ DATE .....

CHECK-OUT TIME/ DATE .....

ADDRESS .....

PHONE .....

EMAIL .....

NOTES .....

# Honeymoon activities planner

## TOP THINGS TO SEE

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## TOP THINGS TO DO

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## ENTERTAINMENT / ACTIVITIES:

- SPA DAY / MASSAGE
- WATCH SUNSET/SUNRISE
- DANCE THE NIGHT AWAY
- ROMANTIC PICNIC
- CULTURAL SITE VISIT
- SPORTS
- TOURS
- SHOPPING
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## RESERVATIONS

Venue .....

Date / Time .....

Phone .....

Email .....

Address .....

Venue .....

Date / Time .....

Phone .....

Email .....

Address .....

Venue .....

Date / Time .....

Phone .....

Email .....

Address .....

Venue .....

Date / Time .....

Phone .....

Email .....

Address .....

Notes .....

.....

.....

.....

.....



# Honeymoon Budget

	#	DESCRIPTION / NOTE	COST
PASSPORTS			
VACCINES			
INSURANCE			
PET/ HOUSE CARE			
FLIGHT TICKETS			
TAXI			
TRAIN			
BUS			
CAR RENTAL			
FUEL			
ACCOMMODATIONS			
BREAKFAST			
LUNCH			
DINNER			
DRINKS			
SPORT ACTIVITIES			
TOUR FEES			
ENTRANCE FEES			
SHOPPING			
TIPS / GRATUITIES			
TOTAL			

# Wedding day timeline

- \_\_\_\_\_ BRIDE'S HAIR APPOINTMENT
- \_\_\_\_\_ BRIDE'S MAKEUP APPOINTMENT
- \_\_\_\_\_ EVERYONE GETS DRESSED
- \_\_\_\_\_ VENDORS ARRIVE FOR SETUP
- \_\_\_\_\_ FAMILY & WEDDING PARTY PHOTO SESSION
- \_\_\_\_\_ DOOR OPEN/ GUESTS BEGIN TO ARRIVE
- \_\_\_\_\_
- \_\_\_\_\_ CEREMONY STARTS
- \_\_\_\_\_ CEREMONY ENDS
- \_\_\_\_\_ BRIDAL PARTY / GUESTS RELOCATE TO RECEPTION LOCATION
- \_\_\_\_\_ COCKTAIL HOUR BEGINS
- \_\_\_\_\_ BRIDE & GROOM PHOTO SHOOTING (PORTRAITS)
- \_\_\_\_\_ RECEPTION BEGINS
- \_\_\_\_\_ NEWLYWEDS GRAND ENTRANCE
- \_\_\_\_\_ FIRST DANCE
- \_\_\_\_\_ DINNER SERVED/BUFFET OPENS
- \_\_\_\_\_ BEST MAN'S TOAST
- \_\_\_\_\_ MAID OF HONOR'S TOAST
- \_\_\_\_\_ FAMILY/GUESTS DANCING
- \_\_\_\_\_ CAKE CUTTING
- \_\_\_\_\_ BOUQUET TOSS
- \_\_\_\_\_ LAST DANCE
- \_\_\_\_\_ COUPLE EXITS
- \_\_\_\_\_ GUESTS DEPART

# Wedding day survival kit

## TO FIX A DRESS

- Stain remover
- White chalk
- Sewing kit
- Hem tape
- Scissors
- Double-sided tape
- Safety pins
- Iron
- Lint roller
- Superglue
- Static guard

## TO STAY FRESH & CLEAN

- Toothbrush
- Tooth paste
- Mouthwash
- Dental floss
- Deodorant
- Perfume
- Hand lotion
- Tissues
- Tweezers
- Tampons/pads
- Cotton swabs

## MEDS

- Band-aids
- Pain relievers
- Allergy pills
- Nausea pills
- Antacid
- First aid kit
- Personal medications
- Eye drops

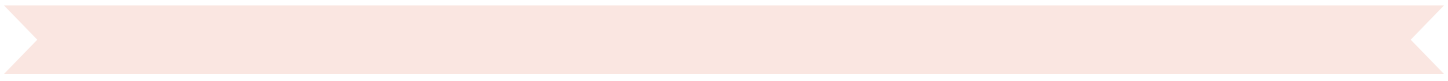
## HAIR & MAKEUP

- Hair spray
- Bobby pins
- Hair straightener
- Curling iron
- Hair dryer
- Nail file
- Nail polish remover
- Clear nail polish
- Back up of color polish
- Lip gloss
- Oil absorbing sheets
- Make-up remover
- Make-up brushes
- Dry shampoo
- Hair brush
- Comb
- Mascara
- Eyeliner
- Foundation
- Eyeshadow palette
- Lipstick
- Fake eyelashes

## MISCELLANEOUS

- Water bottle + straws
- Phone charger
- Light snacks
- Selfie stick
- Bugspray
- Sunscreen
- Umbrella
- Extra flat shoes
- Chewing gums/mints
- Pocket square

# Vowels



A series of 20 horizontal lines for writing, spaced evenly down the page.