




THE TANGLEWOOD CLUB
CHAGRIN FALLS.OH

THE HISTORIC TANGLEWOOD CLUB
PRESENTS

THE ULTIMATE GUIDE TO PLANNING YOUR WEDDING

CONGRATULATIONS!

This is where the fun begins. Whether you are a bride who has been planning this day their entire life or some one who has no idea where to start this guide will take you step by step to help you plan your perfect day.



A STEP BY STEP
GUIDE TO
PLANNING YOUR
WEDDING

Step One

One Year Prior

Here at The Historic Tanglewood Club we have compiled all of the most important tasks to cross off your list before your big day. Every wedding is different, and we certainly have not covered everything, but we hope that this guide helps you to have the wedding of your dreams.



ANNOUNCE YOUR ENGAGEMENT

TAKE ENGAGEMENT PHOTOS

THROW AN ENGAGEMENT PARTY

CHOOSE YOUR COLOR SCHEME

CREATE YOUR REGISTRY

START A GUEST LIST

FIND YOUR CATERER, FLORIST,
PHOTOGRAPHER,
AND VIDEOGRAPHER



DECIDE ON YOUR BUDGET

Determine how much you want to spend and who will pay for what. At The Historic Tanglewood Club we can break down all of our offered features to help you establish an exact cost.



SELECT YOUR WEDDING DATE

Have a few dates in mind, especially when it comes time to look at venues. Being flexible will help you to get the best deal!



LOOK AT CEREMONY AND RECEPTION VENUES

On average a couple will look at nine different venues before choosing one. Visiting The Historic Tanglewood Club will make that list much shorter.

Step Two

Nine Months Prior



FIND YOUR WEDDING DRESS

Finding a dress can be a stressful process. Remember to take a deep breathe. This is your day, whatever you choose will be perfect.



CHOOSE YOUR WEDDING PARTY

Think critically about who you want in your wedding party. These people will be standing beside you when you say, "I Do."



FINALIZE YOUR GUEST LIST

Decide on the size of your wedding and consider that when making your guest list. It is easy to get carried away with a guest list so think critically about whose included on your big day.



BOOK YOUR BAND OR DJ

There are big differences between having a band or a DJ. Weigh the options and decide what fits best with your wedding.



CREATE YOUR PLAYLIST

From walking down the aisle to cutting your cake and your first dance, every song matters. Think about songs that have a special meaning to you, this will make your moments even more memorable.



FIND AND ORDER YOUR BRIDESMAIDS' DRESSES

Have a few styles in mind before shopping. Be sure to consider all of your bridesmaids. You want them to be comfortable while still looking great!

Step Three

Six Months Prior



CREATE AND SEND "SAVE-THE-DATES"

Typically invitations are not sent until 3 months prior to the day of your wedding, but you still want your guests to know what to add to their calendar. "Save-the-Dates" are a great way to do this.



PLAN AND BOOK YOUR HONEYMOON

The only thing better than your wedding is the honeymoon after! Be sure to book your flights and hotels far enough in advance.

CREATE YOUR SEATING CHART

Before everyone breaks out to the dance floor, dinner will be served. Figuring out a seating chart that works for everyone may not be possible, don't let the stress make you a mess!



ORDER YOUR WEDDING CAKE

The perfect cake takes time to create. Finalize your flavor, colors, design and everything in between to cut into the cake of your dreams after you say, "I Do."



ORDER YOUR GROOM'S SUIT

RESERVE HOTEL ROOMS FOR GUESTS

UPDATE YOUR REGISTRY

BOOK YOUR REHEARSAL DINNER VENUE

BOOK YOUR HAIR AND MAKEUP STYLIST

BUY YOUR BRIDAL ACCESSORIES



Step Four

Three Months Prior

SEND OUT YOUR WEDDING INVITATIONS

The time has come. It is suggested to send your invitations eight to ten weeks before the big day! This gives people enough time to RSVP with the notice that you need!

SCHEDULE A DRESS FITTING

Getting a fitting three months before your wedding is the perfect timing. This allows time for any last minute alterations while still adding peace of mind that your dream dress is almost ready for you.

BUY YOUR WEDDING RINGS

This is something that doesn't have an exact timeline to buy. Unless you are getting your rings engraved, then give yourself some extra time so that they are ready for your wedding.

ORDER RING BEARER AND FLOWER GIRL ATTIRE

They're the first to walk down the aisle so you want them to make a great first impression. The two of them will look cuter than ever all dressed up for the big day.

ORDER ALCOHOL

Depending on the venue you may need to order your own alcohol. At The Historic Tanglewood Club we take care of it for you, all you have to do is pick your package!

[CLICK HERE](#) to view our beverage and food packages



ARRANGE ANY NECESSARY TRANSPORTATION



SELECT GIFTS FOR YOUR WEDDING PARTY



SCHEDULE YOUR CEREMONY REHEARSAL



BOOK A HOTEL ROOM FOR YOUR WEDDING NIGHT



ORDER PROGRAMS AND MENU CARDS



ORDER WEDDING FAVORS



BUY A NICE GUEST BOOK

YOU'RE

75%

DONE!



Step Five

One Month Prior



SEND REHEARSAL DINNER INVITATIONS

The person hosting your rehearsal dinner should be the one to send out the invites and alert the wedding party.



PLAN YOUR CEREMONY

Decide on any readings you want during your ceremony and who will be reading them. Finalize ceremony music and procession details.



GET YOUR MARRIAGE LICENSE

Make it legal! Be aware of your state's guidelines on applying and how long your license is valid.



CALL GUESTS WHO HAVE NOT YET RSVP'D

Get the attention of all the procrastinators on your guest list to get a final head count for your event.



PICK UP YOUR WEDDING DRESS

Make sure it's your dress and make sure it fits! Find a good hiding place until the big day comes.



WRITE YOUR VOWS

Putting emotions into words is not always the easiest task, especially when it is on the day of your wedding! Take a deep breath, speak from your heart, and whatever you write will be absolutely perfect.

Step Five

The Final Weeks

Time is ticking and your big day is approaching! Stay calm and stay organized. Refer back to this checklist to make sure you have everything covered. There is still time to figure out details. Find your excitement for the upcoming weeks!

CONFIRM ALL DEPOSITS

Make sure all of your vendors are paid in full. Have cash on hand the day of your wedding to tip your vendors accordingly.

PREPARE TOASTS

Raise a glass to all the family and friends that have helped you plan the perfect wedding. They deserve just a little bit of the spotlight on your big day.

ASSIGN ANY DUTIES TO YOUR WEDDING PARTY

If there are any tasks that your wedding party is responsible for the day of the wedding decide what those are and be sure to let them know!

CONFIRM FINAL DETAILS WITH VENDORS

Be sure your vendors have access to your venue, any necessary material, and are aware of event times.