

YOUR PLANS FOR A PERFECT DAY...

Now that you have set a date and booked your venue, here are a few suggestions to guide you on your way.

DONT FORGET TO TICK OFF EACH TASK!

START THINKING ABOUT...

- Decide on your colour scheme/theme
- Plan your guest list
- Book your magician and host
- Book the photographer/ videographer
- Book a band/DJ
- Order your stationery
- Choose your key people:
 - bridesmaids • best man • ushers
- Book the honeymoon
- Choose your wedding dress style
- Choose bridesmaids colour & style
- Organise grooms & ushers' suits/kilts

- 6 MONTHS TO GO...**
- Book an appointment with Florist and choose flowers
 - Order the cake
 - Confirm arrangements with ceremony venue (e.g Décor and layout of room)
 - Book any transport required
 - Arrange accommodation for guests
 - Take out wedding insurance

- 3 MONTHS TO GO...**
- Make any changes to name on passport
 - Send invitations & a gift list
 - Visit hairdresser & plan your style
 - Organise bridesmaids fittings
 - Return run sheet to Steven**
 - Contact hotel to discuss menus & drinks packages
 - Organise stag & hen parties
 - Send room allocation to venue

- 1 MONTH TO GO...**
- Contact wedding venue for final meeting date
 - Speak to Steven the host to finalise any details**
 - Organise final dress fitting
 - Notify all required of change of name
 - Remind groom & best man of Speeches
 - Collect wedding rings
 - Decide upon song for first dance
 - Give music list to band/DJ

1 WEEK TO GO...

- Make all final checks with transport, band/DJ & photographer
- Collect dress & suits/kilts
- Confirm any final details with Steven
- Hold a rehearsal at the ceremony venue
- Confirm flowers & cake delivery

ON THE DAY...

Now that your special day has arrived, put all your worries to one side, relax, and rest assured that your plans are now safely in the hands of your wedding planner and Steven Blair your host.

For further information or assistance, please contact:
Steven@stevenblairmagic.com

Steven Blair
Professional Close-up Magician

