



SARAH MEGAN

PLANNING AND EVENTS

Your Wedding Planning Timeline

*helping to plan your
intimate wedding*



"SARAH WAS ALWAYS EARLY TO MEETINGS, EXTREMELY COMMUNICATIVE, AND HER ATTENTION TO THE DETAILS OF A WEDDING DAY WAS EXCEPTIONAL. HIRING SARAH TO HELP WITH YOUR BIG DAY IS A NO-BRAINER AS THE VALUE SHE BRINGS IS UNPARALLELED ON ALL ACCOUNTS. FROM HER ORGANIZATION AND QUALITY OF SERVICE TO HER GENUINE CHARACTER AS A PERSON. WE WILL DEFINITELY HIRE SARAH AGAIN FOR FUTURE FUNCTIONS!"
R&D - AUG 2021

**BOOK YOUR FREE
CONSULTATION TODAY!**

(905) 449 - 4898

hello@eventsbysarahmegan.com

www.eventsbysarahmegan.com

Hello lovely couples,



A little bit about me:

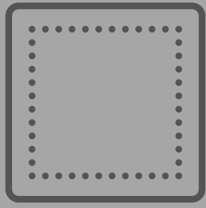
I have always loved planning events.

After High School, I attended Fleming College receiving a Diploma in their three year Business Administration program. After graduation, I went to Niagara College where I received the Graduate Certificate in Event Management. This program taught me a lot about the little details that go into planning an event. My need to learn more about event planning didn't stop there. In October 2016, I became a Certified Wedding Planner with the WPIC (Wedding Planners Institute of Canada).

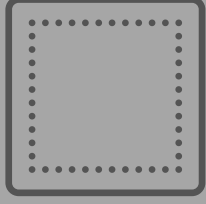
With a keen eye for detail and passion for organization, I would be honoured to be a part of making your day special and seeing all the details come together.



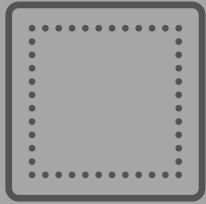
12+ Months - Roll up your sleeves



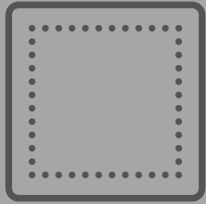
Come up with your budget



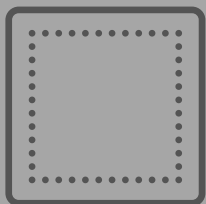
Create your guest list



Create a Pinterest board of your dream wedding



Start researching ceremony and reception venues



Review :

officiant options



photography options



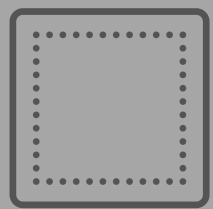
wedding entertainment



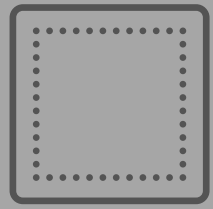
wedding planner



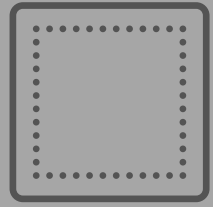
9-12 Months



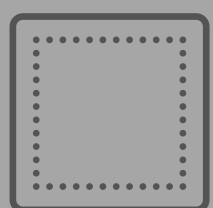
Begin shopping for your wedding attire



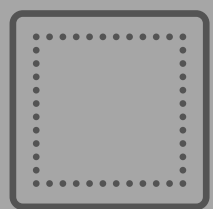
Collect guest list addresses



Choose wedding party & invite them to be in your wedding



Start your wedding registry



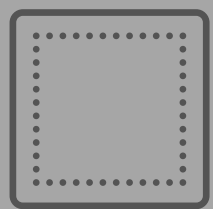
Book:

Ceremony space

Reception space

Photographer

Officiant



Review:

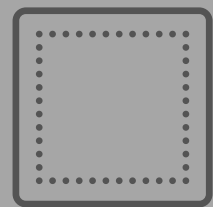
Makeup & hair stylist options

Catering options

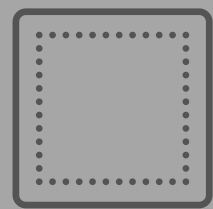
Stationery options



6-8 Months - Break out the bubbly



Review cake options



Book:

Catering company

Makeup & hair stylist

Stationery artist

Florist

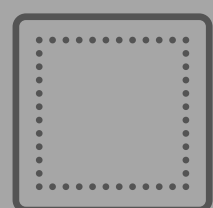
Transportation

Rental & Decor

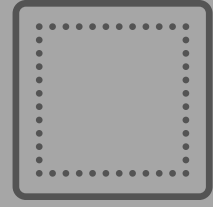
Bar service



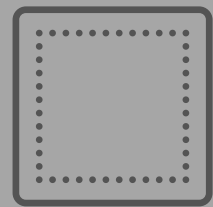
4-5 Months



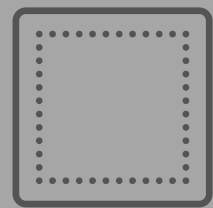
Choose wedding day accessories



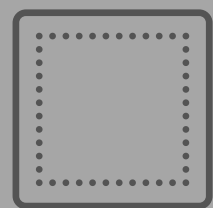
Purchase/rent groom's attire



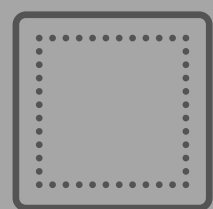
Decide on getting ready location



Schedule hair & makeup trial session



Purchase wedding bands



Reserve wedding night accommodations



2-3 Months - Almost down the aisle



Discuss pre-wedding celebrations

Purchase wedding day shoes

Schedule suit fitting

Send out invitations

Begin writing your vows

Have your dress fitting

5-6 Weeks

Track & follow up with your RSVP's

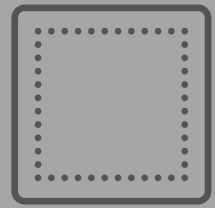
Fill in details for your wedding day timeline

Finalize song list

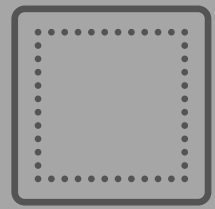
Fill in vendor contact list for your wedding day



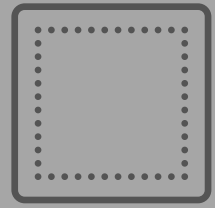
3-4 Weeks - Let's get hitched!



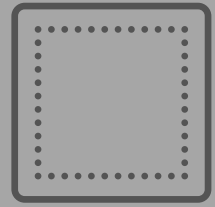
Complete your seating plan



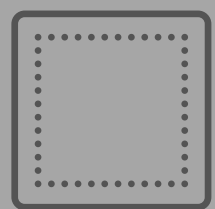
Confirm all final payments for vendors



Break in wedding shoes

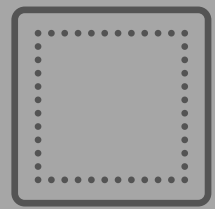


Prepare marriage license

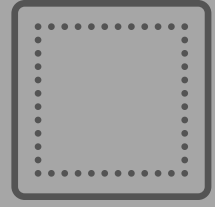


Purchase wedding favours

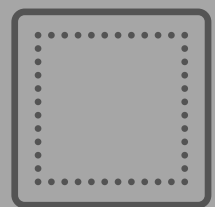
1-2 Weeks



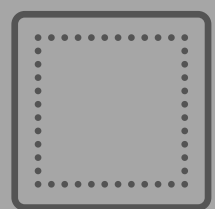
Pack emergency kit



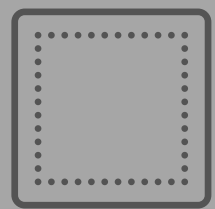
Confirm wedding party has attire & accessories



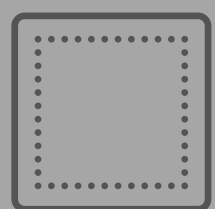
Learn how to bustle dress



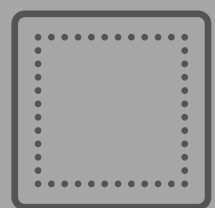
Share wedding day timeline with vendors



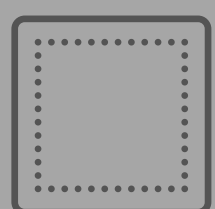
Assemble favours



Hold wedding rehearsal



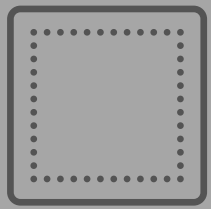
Pack for wedding night



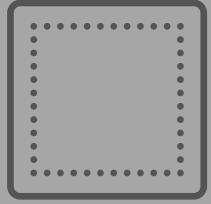
Finalize honeymoon plans & pack



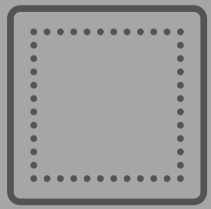
Day before the wedding



Go to bed early

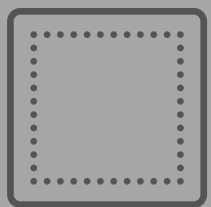


Get out items for getting ready photos including wedding bands



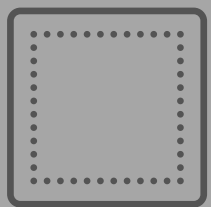
Have a filling dinner

Day-of the wedding

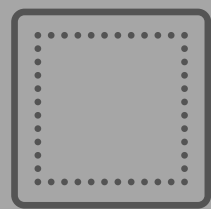


Rest easy knowing your wedding planner has your back

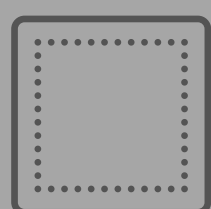
After the wedding



Write & send thank you cards/notes



Have wedding attire cleaned



Get marriage certificate





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S&S - SEPT 2019

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