



Hilton

Tucson El Conquistador  
Golf & Tennis Resort

Hilton Tucson El Conquistador Golf & Tennis Resort  
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## Weddings

### Wedding Checklist

#### 6 - 12 Months Ahead

- Select Wedding Date and approximate time
- Contact Wedding Coordinator for consultation
- Discuss Wedding Budget and how expenses will be shared
- Agree on Guest List and degree of formality
- Organize your engagement notice in the paper
- Choose and book Ceremony and Reception location
- Call clergyman or other official to confirm date and schedule appointment to discuss ceremony
- Choose wedding attendants
- Choose and book Photographer & or Videographer
- Organize Food and Beverage Catering
- Consider Bridal Attire
- Begin planning your Honeymoon destination
- Select and book bridal party transportation
- Engage a Florist and discuss floral choices, design and color
- Select music/musician/DJ for ceremony/reception
- Consider Stationery
- Organize Master of ceremony for your Reception
- Book a consultation with Wedding Decorator

#### 2 Months Ahead

- Post or deliver all invitations
- Select a Wedding Cake specialist and order
- Give notice of intention to marry - registration
- Select Beautician and discuss your wishes (Hair, Make-Up, Nails, etc)
- Book any accommodations & transportation needed for out of town guests
- Discuss and plan you photos with your Photographer/Videographer
- Try on and order Lingerie
- Begin any personal shopping for pre-wedding parties or honeymoon

#### 2 Weeks Ahead

- Trial your hairstyle and make-up
- Notify papers for wedding notices
- Check and confirm honeymoon bookings
- Pick up wedding Rings
- Arrange for final fitting and delivery of Wedding Attire
- Have wedding rehearsal/confirm venue booking

#### 1 Day Before

- Lay out everything you will require on the Wedding day
- Confirm when Flowers and Cake are arriving
- Confirm hair and make-up
- Have nails manicured
- Prepare going-away outfit
- Confirm that all members of the wedding party are organized
- Enjoy your day (Relax)
- Eat Well
- Get a good night's sleep

#### 3 - 6 Months Ahead

- Order your wedding stationary
- Order Hire Equipment - chairs, tables, etc
- Select wedding rings
- Plan the order of Ceremony and Reception
- Register with a Bridal Gift service and select gift choices
- Organize the Bridal Gown - schedule fittings
- Order attendant's gowns and schedule fittings
- Contact the local hotel and negotiate special discounted rates for the out-of-town visitors and be sure to ask for a changing room for yourself
- Select style of Formal Wear for groom's party and make arrangements with rental service

#### 4 Weeks Ahead

- Check and confirm all bookings and arrangements
- Buy wedding rings
- Organize Gifts for attendants
- Ensure all official wedding documentation is in order
- Plan seating arrangements for Ceremony and Reception
- Arrange for any name change
- Ask speakers to prepare speeches
- Schedule wedding rehearsals and notify those involved
- Plan bridesmaid's luncheon

#### 7 Days Ahead

- Pack for Honeymoon
- Try on your wedding outfits
- Relax when possible
- Organize someone to return hire clothes and equipment
- Confirm wedding transportation

#### After Honeymoon

- Make an appointment to see photographer and videographer
- Send Thank You's for Gifts