

婚禮籌備時間表

Wedding Planning Guide

佳期已定，但應怎樣開始策劃您夢想中的完美婚禮？以下資料可供作參考之用。
You've set your wedding date, and how should you proceed from there? Here are few points to facilitate you in planning the wedding of your dream.

婚禮九個月或之前

Nine or more months ahead

- 計劃您心目中理想婚禮的形式及規模
Think about the type of wedding you want – formal or informal, big or small
- 確定婚宴地點
Reserve party venue
- 搜尋婚宴服飾、飾物、鞋
Look for wedding gown, accessories and shoes
- 搜尋及預約攝影師(硬照及影片)
Hire photographer and videographer
- 定下預算金額
Set budget
- 草擬嘉賓名單及更新聯絡電話及地址
Compile guest's list, and update their contact information
- 預約婚宴策劃專員(如需要)
Hire wedding planner, if needed
- 預約現場伴奏樂隊(如需要)
Hire live band for the party, if needed

四至六個月之前

Four to six months ahead

- 訂購婚宴請柬及餅卡
Order invitation cards and cake coupons
- 邀請親友於婚禮前及期間幫忙
Invite friend and family members to help out and during wedding
- 選購婚宴紀念品
Choose gifts for wedding party
- 注意均衡飲食及健康生活
Maintain a healthy lifestyle and balanced diet
- 為海外親友預訂酒店房間
Reserve accommodation for out-of-town, if need

二至四個月之前

Two to Four months ahead

- 擬定婚宴菜譜，或安排試菜
Discuss menu requirement with party venue or better yet, arrange a tasting dinner
- 寄出婚宴請柬或致電親友邀請出席
Mail invitations or call to extend the invitation in person
- 選購花球及各項花飾
Look for bouquet and/or other floral arrangement
- 商議場地佈置
Discuss venue setup specifications with hotel or your party organizer
- 跟化妝師及髮型師安排試妝及髮型
Try out makeup and hairstyle
- 計劃蜜月旅行
Plan or book honeymoon vacation

一至二個月之前

One to two months ahead

- 確定婚宴菜譜
Confirm party menu
- 定下婚禮籌委會各成員的工作
Assign specific tasks to wedding party team members
- 選購嘉賓簽名冊
Buy guest book
- 決定蜜月旅行地點及行程並預訂機票及酒店
Confirm honeymoon arrangements

兩星期前

Two weeks ahead

- 試穿禮服、婚禮服飾、配飾、鞋、化妝及頭髮造型
Final dress fitting with shoes, accessories, hair and makeup
- 草擬座位表，及致電親友確定出席與否
Draft seating plan and call around to confirm attendance

一星期前

One week ahead

- 確定婚宴人數
Confirm guest count with party venue
- 撰寫演詞
Write toasting speech
- 確定座位表並交給婚宴場地統籌員
Finalize seating plan for venue organizer
- 為蜜月旅行作好準備
Get ready for honeymoon

婚宴前夕

One day ahead

- 確定車輛安排
Confirm transportation arrangements
- 宴請婚禮籌委及家人，以表謝意
Have dinner with friends and family who will be helping during your wedding, and thank them for their support
- 面部護理及修甲
Have facial treatment, manicure and pedicure