

VELVERA

CELEBRATIONS, FELT

The destination *wedding planning guide*

WHAT TO SETTLE FIRST. A CHECKLIST FROM FIRST IDEA TO LAST THANK YOU.

Settle these *seven things* first.

Write your answers in. Every decision after this gets easier once these are down.

Guest count

01

How many people, honestly. Aim for a range, not one number.

Budget

02

Your total, plus a 10 percent buffer you promise not to touch.

Date range

03

Two or three possible windows. Check weather and holidays.

Top three

04

The three things guests must feel. Everything else is flexible.

Location

05

Flights, visas and legal steps for your guests and for you.

Guest tiers

06

Must be there, would love there, nice to have. Be kind to yourself.

Planner

07

Who holds the plan once you are abroad.

The *checklist.*

Tick as you go. The order matters more than the speed.

12 to 18 months

FOUNDATIONS

- ☐ Set your budget and guest range
 - ☐ Shortlist destinations by travel time for your guests
 - ☐ Check legal requirements for marrying there
 - ☐ Choose a date range, avoid peak season
 - ☐ Book your planner
-

9 to 12 months

ANCHORS

- ☐ Book venue and date
 - ☐ Book photographer and videographer
 - ☐ Send save the dates
 - ☐ Reserve a hotel room block
 - ☐ Check every passport is valid for 6 months
-

6 to 9 months

EXPERIENCE

- ☐ Book caterer, florist and music
- ☐ Build a guest travel and hotel page
- ☐ Choose outfits and plan fittings
- ☐ Plan a welcome event for arrival day
- ☐ Consider wedding insurance

3 to 6 months

DETAILS

- ☐ Send invitations with travel details
- ☐ Menu tasting, or a video tasting
- ☐ Arrange guest transfers
- ☐ Start legal paperwork
- ☐ Book hair and makeup trials

1 to 3 months

CONFIRM

- ☐ Chase RSVPs and dietary needs
- ☐ Draft the seating plan
- ☐ Build the day timeline hour by hour
- ☐ Confirm every supplier in writing
- ☐ Agree a wet weather plan

Final month

FINALISE

- ☐ Give final numbers to venue and caterer
- ☐ Share the timeline with suppliers and family
- ☐ Prepare final payments and tips in envelopes
- ☐ Pack an emergency kit: tape, pins, spare phone charger

Week of and after

ENJOY

- ☐ Travel early, carry documents in hand luggage
- ☐ Hand tasks to one trusted person
- ☐ Enjoy the welcome event, you earned it
- ☐ Send thank you notes within a month
- ☐ Review suppliers while it is fresh

What to *focus on*.

DO FOCUS ON

- ☐ Settle guest count and budget first
- ☐ Spend on food, music and comfort
- ☐ Give guests one clear travel page
- ☐ Plan for shade, wind and rain
- ☐ Put the best moments in daylight and candlelight

DO NOT SPEND ON

- ☐ Pay for what guests will not notice
- ☐ Copy a viral setup that is not you
- ☐ Book before you know the guest count
- ☐ Over fill the day with moments
- ☐ Leave transport and timings to chance

THE TREND TEST

Would you still love it *in ten years* of photos?

If a detail only exists because it is everywhere online, swap it for something that comes from your story: a family recipe, a song, a place that matters.

Outdoor *venues.*

Five settings that work, and what to ask of each.

Gardens and estates

Shade, space and a ready made backdrop.

Waterfronts and pool decks

Reflections and easy sunset light. Check wind.

Vineyards and olive groves

Long tables, warm evenings, good food nearby.

Beaches

Barefoot and relaxed. Plan tides and shade.

Hilltops and terraces

Big views. Plan transport and a covered back up.

ALWAYS CHECK

☐ Shade and wind

☐ Sunset time

☐ Toilets and access

☐ Wet weather plan

☐ Power, sound and curfew

☐ Transport and parking

Ready to plan? *Say hello.*

@VELVERA.EVENTS