

Arrival Time \_\_\_\_\_ Location \_\_\_\_\_

**Don't Forget List**

- Speech and/or Toast
- Kleenex
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Special Notes:

**Attire Checklist**

- Dress
- Undergarments
- Pantyhose \_\_\_\_\_ (Color)
- Hairpiece
- Earrings
- Necklaces
- Shoes
- Purse
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Special Notes:

**Wedding Day Duties**

- Help with all set up and ensure all tasks are completed
- Be available for photographs
- Act as hostess at reception
- Give speech/toast at Reception
- Dance with Groom
- Help with gathering & transporting gifts
- \_\_\_\_\_
- \_\_\_\_\_

Special Notes:

**Day After Duties**

- Help deliver gifts to Gift Opening
- Assist host/hostess
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_