

## **Your Wedding Countdown by Shangri-La**

### **6-12 months before**

- ☐ Both parties' parents to meet and discuss on wedding date and details of the wedding
- ☐ Gather wedding information for planning and budgeting
- ☐ Prepare guest invitation list and forecast attendance
- ☐ Select and book venue for wedding ceremony and banquet
- ☐ Initial stage of planning on wedding decoration and theme
- ☐ Confirm bridal photography studio, bridal gown and car rental services
- ☐ Begin regular facial and hair treatments
- ☐ Pre-Marital health examination

### **4 months before**

- ☐ Understand the local culture and custom in weddings
- ☐ Purchase wedding rings and jewelries
- ☐ Plan in advance for finance management and family planning
- ☐ Purchase furniture and home appliances for new home
- ☐ Wedding photography
- ☐ Confirm best man and bride's maid
- ☐ Plan for honeymoon
- ☐ Fix appointment with hair stylist to choose the hair styles for wedding day
- ☐ Body treatment for the bride

【Treat yourself at The SPA of Shangri-la Hotel, Ningbo. Offer the personalization features by our professional therapist, with an extra 10% off for all “bride-to-be”】

### **2 months before**

- ☐ Confirm bridal hair style and make-up
- ☐ Order wedding invitation cards
- ☐ Complete wedding photography
- ☐ Confirm bridal gown and suits, choose gowns for mothers and suits for fathers
- ☐ Plan wedding coordinator's duties and responsibilities on the wedding day
- ☐ Select helpers at reception. (Helpers need to know both parties' guests)
- ☐ Confirm a Master-of-Ceremony
- ☐ Detailed planning of wedding programme

## Your Wedding Countdown by Shangri-La

### 6 weeks before

- ☐ Select and invite the witnesses for wedding signing ceremony
- ☐ Reserve bridal car and parking space
- ☐ Apply for marriage leave
- ☐ Bridal gowns and suits trial
- ☐ Confirm honeymoon destination and itinerary

### 4 weeks before

- ☐ Confirm wedding details
- ☐ Send out invitation cards
- ☐ Confirm helpers name list and duty roster
- ☐ Purchase wedding goodies and beverages for wedding reception
- ☐ Ensure all daily necessities for new home are in order
- ☐ Purchase honeymoon necessity
- ☐ Bride and Groom to make appointment for facial treatment

【Please consider the special packages for new couple at The Spa of Shangri-La Hotel, Ningbo: Rock Crystal Energising Facial Treatment or Eternal Lotus Facial Treatment 】

### 2 weeks before

- ☐ Confirm wedding details, hairstylist, makeup artist and photographer
- ☐ One more appointment for facial treatment
- ☐ Visit the hair salon

### 1 week before

- ☐ Confirm guest list
- ☐ Confirm final wedding details
- ☐ Final confirmation of set-up time, guest list, wedding procedure and etc
- ☐ Confirm the schedule on wedding rundown with all helpers
- ☐ Go for manicure, pedicure & beauty treatment

## **Your Wedding Countdown by Shangri-La**

### **1 day before**

- ☐ Confirm appointment with makeup artist & hairstylist
- ☐ Prepare cash for dowry & Hong Bao
- ☐ Confirm all the accessories, silk stockings, shoes and etc
- ☐ Send all beverages and goodies to hotel for wedding reception
- ☐ Prepare ID card if checking in to the hotel
- ☐ Wedding planning company to do set up
- ☐ Wedding rehearsal
- ☐ Ensure sufficient rest and avoid drinking too much water before bed
- ☐ Go for a massage

【The SPA from Shangri-La Hotel, Ningbo. The professional spa therapists will blend the suitable essential oil especially for you; their skillful massage technique will make you feel extremely relax and comfortable.】

### **Day of the Wedding**

- ☐ Have a hearty breakfast
- ☐ Invite good friends to bride's home to pick up the bride
- ☐ Dress up
- ☐ Ensure someone assist to look after the valuables
- ☐ Hotel to prepare snacks in bridal room for couple
- ☐ Maintain the high spirit and enjoy the once in a lifetime experience

### **Kind Reminders from Wedding Specialist:**

- ❖ Bridal couple to pay attention to their health and diet:
  - ✓ Avoid spicy food and strong taste food
  - ✓ Light and nutritious food are highly recommended
  - ✓ Try not to have strenuous exercise, keep a relaxed mind which will relieve all stress and pressure
- ❖ Recommend the bride to wear a medium height shoes instead of an extreme high heels as the bride will be standing for all day long. (Suggest white, silver, gold or light color for easy matching)
- ❖ Suggest the groom to have two suits, formal attire and regular suit. (Or have one traditional costume based on nationality)
- ❖ Standby empty Hong Bao at reception table for guests
- ❖ Massage your eyes before going to bed to avoid the dark circle
- ❖ Drinking some Jasmine tea will help to relax