PROGRESS CHECKLIST

GEG Team Experience

Progress Checklist

WEEK 6 | Project Block 2 Week

Guests will be welcomed with open arms when they arrive on your Wedding Day. Is there anything they need to know so they'll be successful before your ceremony starts? This info belongs at P2. Here is the Progress Checklist for all this week's Project Block. Have all these items checked and DONE prior to starting the next Project Block Week so you stay on track.

- ☐ Review the Week 5 Progress Blog Post again
- ☐ **Watch the Teachable Lecture for Project Block 2**
  - THEME: Identify items you're collecting
  - PROPS: Do guests need to obtain anything on your P2 for the ceremony?
    - Use your INSPIRED code for 20% off in the Etsy shop
  - PROGRAMS: Are you writing them? What will they say?
    - Make a first draft
- ☐ **RE-WATCH |Video 2: Setting Up Shop - I'm Engaged ECourse**
  - Begin organizing Project Block ingredients as they come in
- ☐ Budgeting & Bookkeeping Update
  - Work on Sheet 2 of the Guest List Spreadsheet
  - **READ: 3 Reasons to Keep your Wedding Receipts**
  - **READ: How to Organize your Wedding Receipts | 4 Systems**
  - **READ: 3 Money Saving Wedding Tips {Websites & Apps}**
- ☐ Schedule Trial Runs with Hair & Makeup Artists
- ☐ Order Bridesmaid Dress {if you're 8 to 9 Months away from I Do}
- ☐ Make a reservation with your Menswear Vendor to schedule fittings
- ☐ Meet with a Rental Company to begin Ingredient Rental Quote
  - This will build and change until the wedding date
  - Visit a few companies who rent big items to small items
- ☐ Confirm your Parking & Shuttle Plans for P1
  - Follow up with Driver services & sign contracts
  - Create Maps and Invitation Inserts that aren't provided by the stationary vendor
- ☐ Update Delegation & Who is Involved Worksheets
- ☐ Update Hair & Makeup Schedules
- ☐ Begin looking into Honeymoon Options
  - Apply for your Passport, or make sure it is up to date
- ☐ Begin thinking about Family Gifts, Wedding Party Gifts and Couple gifts if exchanging
- ☐ Schedule a Site Visit for 4-6 Weeks before the Wedding
  - You can schedule additional visits sooner if you like, though the main one should be 4-6 Weeks before for weather, wind and lighting similarities.
  - **READ: How to Schedule a Site Visit**

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