

Wedding Budget & Expense Worksheet

Wedding Parties

Engagement party \$ _____
 Bridesmaids' lunch \$ _____
 Rehearsal dinner \$ _____
 Out-of-town guests' brunch \$ _____
Subtotal \$ _____

Wedding Correspondence

Stationery \$ _____
 Invitations \$ _____
 Announcements \$ _____
 Thank-you cards \$ _____
 At-home cards \$ _____
 Stamps \$ _____
Subtotal \$ _____

Bridal Attire

Wedding dress \$ _____
 Headpiece and veil \$ _____
 Shoes \$ _____
 Accessories \$ _____
 Dresses for other wedding parties \$ _____
 Undergarments \$ _____
 Trousseau \$ _____
Subtotal \$ _____

Photography/Videography

Formal portraits \$ _____
 Engagement \$ _____
 Wedding and reception \$ _____
 Wedding album \$ _____
 Parents' albums \$ _____
 Extra prints \$ _____
 Videography of wedding and wedding parties \$ _____
Subtotal \$ _____

Flowers

Ceremony arrangements, garlands \$ _____
 Bride's bouquet \$ _____
 Groom's boutonniere \$ _____
 Bridesmaids \$ _____
 Groomsmen \$ _____
 Flower girl/ring bearer \$ _____
 Mothers' corsages \$ _____
 Table decorations \$ _____
Subtotal \$ _____

Reception

Food \$ _____
 Drink \$ _____
 Wedding Cake \$ _____
 Groom's Cake \$ _____
 Rental of Facility \$ _____
 Rentals of tablewares, tents, furniture \$ _____
 Tips and fees to food servers, doormen, coat check, valet, etc. \$ _____
Subtotal \$ _____

Music / Dancing

Ceremony (organist, soloists, choir, other musicians) \$ _____
 Dancing Lessons \$ _____
 Reception (band, deejay, pianist) \$ _____
Subtotal \$ _____

Transportation

Limousines \$ _____
 Parking \$ _____
 Coaches \$ _____
Subtotal \$ _____

Gifts

Wedding gifts to each other \$ _____
 Matron of Honor/Best Man \$ _____
 Bridesmaids/Groomsmen \$ _____
 Gift to your parents (optional) \$ _____
 Wedding Rings \$ _____
Subtotal \$ _____

Fees

Church/temple/other location \$ _____
 Officiant \$ _____
 Officiant assistants \$ _____
Subtotal \$ _____

Odds and Ends

Guest favors \$ _____
 Birdseed or confetti packets \$ _____
 Monogrammed napkins \$ _____
 Cake knife \$ _____
 Hotel accommodations \$ _____
 Guest book and pen \$ _____
Subtotal \$ _____

Total Budget

\$ _____

The Ceremony

Date/Time _____ Location _____
 Officiant(s) & Phone # _____ Address _____
 _____ Contact & Phone # _____
 Rehearsal Date/Time _____ Fee _____

Does the facility provide

Aisle runner? _____
 Canopy? _____
 Candles? _____
 Knee cushions? _____
 Rice/Birdseed? _____
 Dressing rooms? _____

Ceremony Music Selections

 Readers & Passages _____

Reserved Seating # of rows _____ # of people _____

Pew 1 _____	Pew 1 _____
Pew 2 _____	Pew 2 _____
Pew 3 _____	Pew 3 _____
Pew 4 _____	Pew 4 _____

Invitations & Stationery

Printer/Stationer _____	Contact _____
Phone # _____	Address _____
Order Date _____	Date Ready _____
# of Ceremony Guests _____	# of Reception Guests _____

Invitation Information

Date & Time _____
 Location & Address _____

Reception Card Information

Time _____
 Location & Address _____

RSVP Cards & Envelopes Content

Respond By _____
 Name _____
 Address _____

	Quantity	Price
Reception Cards	_____	_____
RSVP Cards & Envelopes	_____	_____
Thank You Notecards	_____	_____
Embossed Napkins	_____	_____
Guest & Gift Record Book	_____	_____
Announcements	_____	_____
Ceremony Programs	_____	_____

The Reception

Date/Time _____ Location _____
Phone # _____ Address _____
Food Service Time _____ Contact _____
Cost _____ Deposit _____ Cancellation Terms _____

Does the facility provide

Access for Decorating? _____ Servers (how many)? _____
Dance Floor? _____ Bartenders? _____
Security? _____ Tables & Chairs? _____
Adequate Parking? _____ Handicap Access? _____
Setup/Cleanup? _____ Valet Parking? _____

Reception Music / Dancing Lessons

Group/Band/DJ _____ Dancing Instructor / Studio _____
Contact _____ Contact _____
Phone # _____ Phone # _____
Playing From _____ to _____ Cost _____
Types of Music _____ Lesson Dates / Schedule _____
Need Early Set-Up Time? _____
Cost _____ Deposit _____
Balance Due When? _____

Catering

Caterer _____ Address _____
Phone # _____
Service Date/Time _____ Contact _____
Reception Location _____ Price _____

Menu

Cost

Per Person _____ x # Guests _____ = Total \$ _____

Does the Cost Cover

All necessary equipment? _____ China & Flatware? _____ Room Setup? _____
Taxes & Gratuity? _____ Cake Cutting? _____

Liquor/Beverages

Supplier _____ Address _____
Phone# _____ Contact _____
Pickup or Deliver? _____ Open Bar from _____ to _____ Cash Bar from _____ to _____
Champagne for Toast _____ Wine(s) for Dinner _____
Other Beverages _____ Cost _____

Bridal Party Attire

Bride

Bridal Shop _____ Consultant _____ Fitting Date(s) _____
 Address _____ Phone# _____ Pick-up Date _____

Dress Style _____ Maker _____
 Accessories/Undergarments _____
 Headpiece _____ Shoes _____

Bride's Attendants

Bridal Shop _____ Consultant _____
 Address _____ Phone# _____

	Style	Colors	Fitting	Pickup
Maid of Honor _____	_____	_____	_____	_____
Bridesmaid _____	_____	_____	_____	_____
Bridesmaid _____	_____	_____	_____	_____
Bridesmaid _____	_____	_____	_____	_____
Bridesmaid _____	_____	_____	_____	_____
Flower Girl _____	_____	_____	_____	_____

Formal Wear

Groom

Tuxedo Store _____ Consultant _____ Fitting Date(s) _____
 Address _____ Phone# _____ Pick-up Date _____

Style/Color _____
 Package Includes _____

Groom's Attendants

	Style	Colors	Fitting	Pickup
Best Man _____	_____	_____	_____	_____
Groomsmen _____	_____	_____	_____	_____
Ring-Bearer _____	_____	_____	_____	_____
Ushers _____	_____	_____	_____	_____

The Flowers

Florist _____ Phone# _____
Address _____ Contact _____

Wedding Party Flowers

Delivery Date/Time _____ Where _____

Description	Price
Brides Bouquet _____	_____
Throw Bouquet _____	_____
Maid of Honor Bouquet _____	_____
Bridemaid's Bouquets # _____	_____
Flower Girl _____	_____
Floral Headpieces # _____	_____
Groom's Boutonniere _____	_____
Men's Boutonnieres # _____	_____
Mother's Corsages # _____	_____

Ceremony Flowers

Delivery Date/Time _____ Where _____

Description	Price
Altar Flowers # _____	_____
Aisle & Pew Decorations # _____	_____
Others _____	_____

Reception Flowers

Delivery Date/Time _____ Where _____

Description	Price
Head Table # _____	_____
Guest Tables # _____	_____
Cake Table # _____	_____
Buffet Table # _____	_____

The Cake

Bakery _____

Phone# _____
Address _____

Contact _____

Wedding Cake

of Servings/Pieces _____
Description _____

Cost Per Serving _____
Cake Top or Fountain _____

Groom's Cake

of Pieces _____
Description _____

Cost Per Serving _____
Packaging _____

Photography

Photographer _____
Address _____
Contact _____
Phone# _____

Package Description and Price _____
Number of Photos to be taken _____
Date Previews will be ready _____
Additional Reprints Costs _____

Videography

Videographer _____
Address _____
Contact _____
Phone# _____

Package Description and Price _____
Number of hours of Total Taping _____
Date Finished tape will be ready _____
Cost of Additional Copies _____

Gift Registry

Store _____ Address _____ Phone # _____

Store _____ Address _____ Phone # _____

Dinnerware	Formal	Informal
Store		
	Qty	Qty
Dinner Plates	_____	_____
Salads / Desert Plates	_____	_____
Bread & Butter Plates	_____	_____
Cups & Saucers	_____	_____
Soup Bowls	_____	_____
Serving Bowls	_____	_____
Platters	_____	_____

Serveware / Giftware	Store	Qty
Salt & Peper	_____	_____
Gravy Boat	_____	_____
Platter	_____	_____
Bread Tray	_____	_____
Serving Tray	_____	_____
Vegetable Dish	_____	_____
Covered Casserole	_____	_____
Chafing Dish	_____	_____
Salad Bowl	_____	_____
Ind. Salad Bowls	_____	_____
Salad Server	_____	_____
Butter Dish	_____	_____
Relish Dish	_____	_____
Chip 'n Dip	_____	_____
Sugar & Creamer	_____	_____
Coffee/Tea Set	_____	_____
Water Pitcher	_____	_____
Punch Bowl Set	_____	_____
Demitasse Cups	_____	_____
Cordial Set	_____	_____
Candlesticks (pair)	_____	_____
Place Plates	_____	_____
Coaster Set	_____	_____
Vase	_____	_____
Bowl	_____	_____
Trivet	_____	_____

Electrical Appliances	Store	Qty
Toaster	_____	_____
Mixer	_____	_____
Blender	_____	_____
Food Processor	_____	_____
Coffeemaker	_____	_____
Electric Skillet	_____	_____
Can Opener	_____	_____
Slow Cooker	_____	_____
Popcorn Popper	_____	_____

Stemware	Formal	Informal
Store		
	Qty	Qty
Water goblets	_____	_____
Wine Goblets	_____	_____
Champagnes/Flutes	_____	_____
Juice Glasses	_____	_____
Low Tumblers	_____	_____
High Tumblers	_____	_____

Table Linens	Store	Qty
Runner	_____	_____
Cloth	_____	_____
Napkins	_____	_____
Mats	_____	_____
Napkin Rings	_____	_____

Cookware	Store	Qty
Sauce Pans	_____	_____
Qt.	_____	_____
Qt.	_____	_____
Qt.	_____	_____
Qt.	_____	_____
Double Boiler	_____	_____
Skillets	_____	_____
Small	_____	_____
Medium	_____	_____
Large	_____	_____
Dutch Oven	_____	_____
Roaster	_____	_____
Stock Post	_____	_____
Pressure Cooker	_____	_____
Tea Kettle	_____	_____
Bowl Set	_____	_____
Wok	_____	_____
Baking Sheets	_____	_____

Decorative Accessories	Store	Qty
Table Lamps	_____	_____
Floor Lamps	_____	_____
Clocks	_____	_____
Picture Frames	_____	_____
Rugs	_____	_____
Magizine Rack	_____	_____
Mirrors	_____	_____
Artwork	_____	_____

Flatware	Formal	Informal
Store		
	Qty	Qty
Teaspoon	_____	_____
Salad Forks	_____	_____
Place Forks	_____	_____
Place Knives	_____	_____
Place/Soup Spoons	_____	_____
Iced Teaspoons	_____	_____
Butter Spreaders	_____	_____
Serving Tablespoons	_____	_____
Pierced Tablespoons	_____	_____
Cold Meat Fork	_____	_____
Butter Knife	_____	_____
Sugar Spoon	_____	_____
Gravy Ladle	_____	_____
Cocktail Fork	_____	_____
Casserole Spoon	_____	_____
Pastry Server	_____	_____
Hostess Set	_____	_____
Serve Set	_____	_____
Storage Chest	_____	_____
Silver Keepers	_____	_____

Kitchenware	Store	Qty
Measuring Cups/Spns	_____	_____
Cutlery Set	_____	_____
Cutting Board	_____	_____
Nonstick Utensils	_____	_____
Colanders	_____	_____
Rolling Pin	_____	_____
Graters	_____	_____
Garlic Press	_____	_____
Ice-Cream Scoop	_____	_____
Timer	_____	_____
Storage Containers	_____	_____

Bath Linens & Accessories	Store	Qty
Bath Towels	_____	_____
Hand Towels	_____	_____
Washcloths	_____	_____
Hamper	_____	_____
Scale	_____	_____
Shower Curtain	_____	_____
Bath Mat/Rug	_____	_____
Soap Dispenser	_____	_____
Toothbrush Holder	_____	_____

Newspaper Wedding & Engagement Announcement Form

Tear Out and Send In

Bride's Name _____

Bride's Address _____

Bride's Parents' Names _____

Parents' Address _____

Bride's Occupation / Employed By _____

Bride's Schooling Completed, Degree Earned _____

Groom's Name _____

Groom's Address _____

Groom's Parents' Names _____

Parents' Address _____

Groom's Occupation / Employed By _____

Groom's Schooling Completed, Degree Earned _____

Wedding Date _____

Wedding Location (Name, City) _____

Name(s) of Clergy / Officiate _____

Announcement form continued on next page (Pg. 32)

Complete form and drop off or mail with a photograph to your hometown newspapers below. Check the boxes of the newspapers you would like the announcement to appear in to notify family and friends of the wonderful news of your engagement and wedding.

- Red Wing Republican Eagle:** 2760 North Service Dr., Red Wing, MN 55066 • 651-388-8235 • www.republican-eagle.com
- Hastings Star Gazette:** 745 Spiral Blvd., Hastings, MN 55033 • 651-437-6153 • www.hastingsstargazette.com
- Farmington Independent:** 312 Oak St., Farmington, MN 55024 • 651-460-6606 • www.farmingtonindependent.com
- Rosemount Town Pages:** 312 Oak St., Farmington, MN 55024 • 651-460-6606 • www.rosemounttownpages.com
- Hudson Star-Observer:** 226 Locust St., Hudson, WI 54016 • 715-386-9333 • www.hudsonstarobserver.com
- Pierce County Herald:** 126 S. Chestnut St., Ellsworth, WI 54011 • 715-273-4334 • www.piercecountyherald.com
- River Falls Journal:** 2815 Prairie Dr., River Falls, WI 54022 • 715-425-1561 • www.riverfallsjournal.com
- Woodbury Bulletin:** 8420 City Centre Dr., Woodbury, MN 55125 • 651-319-4270 • www.woodburybulletin.com
- South Washington County Bulletin:** 7584 80th St. S., Cottage Grove, MN 55016 • 651-319-4280 • www.swcbulletin.com
- New Richmond News:** 127 South Knowles Ave., New Richmond, WI 54017 • 715-246-6881 • www.newrichmond-news.com

Newspaper Wedding & Engagement Announcement Form

Honor Attendants

	Name	Hometown	Relationship
Maid of Honor	_____	_____	_____
Bridesmaids	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
Flower Girl	_____	_____	_____
Ring Bearer	_____	_____	_____
Best Man	_____	_____	_____
Groomsmen	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
Ushers	_____	_____	_____
	_____	_____	_____

Tear Out and Send In

Bride's name after Wedding _____
 Reception _____
 Honeymoon _____
 Now reside at _____ Phone _____

This Wedding & Engagement Announcement Made by (Name):

 Phone: _____

Subscribe to Your Local Newspaper
with Just One Easy Call:

1-800-284-3402

FARMINGTON Independent
November 17, 2010
www.farmingtonindependent.com

Administrator field could soon be down to 5
The city received 28 applications for the position, will interview finalists next week.

Turkey party
Hunting season has been eventful.

WWW.FARMINGTONINDEPENDENT.COM

Hastings Star Gazette
November 17, 2010
www.hastingsstargazette.com

Vermillion River receives funds
Money will be used to restore Vermillion River watershed.

Changes coming for Levee Park

WWW.HASTINGSSTARGAZETTE.COM

Hudson Star-Observer
November 17, 2010
www.hudsonstarobserver.com

Candidates answer questions
School board candidates will face off in the Supermarket.

AT-HOME OLYMPIAN

WWW.HUDSONSTAROBSERVER.COM

New Richmond News
Thursday, February 4, 2010
www.newrichmond-news.com

Fire destroys Erin home

Quick action saves karate student

WWW.NEWRICHMOND-NEWS.COM

PIERCE COUNTY HERALD
www.piercecountyherald.com

Second time is charm for Bakke
RF fees acquired of burglary.

Feds seize warehouse in

WWW.PIERCECOUNTYHERALD.COM

RED WING REPUBLICAN EAGLE
www.republican-eagle.com

From tragedy to triumph
Survey will help ID right of way.

WWW.REPUBLICAN-EAGLE.COM

RIVER FALLS JOURNAL
www.riverfallsjournal.com

From Olympian to stay-at-home mom

WWW.RIVERFALLSJOURNAL.COM

ROSEMOUNT Town Pages
www.rosemounttownpages.com

Commander arrested for stealing from American Legion

Voters say yes 3 times to ISD 196

Building up
Endler, Roseen, Sampers retain seats on school board.

WWW.ROSEMOUNTTOWNPAGES.COM

SOUTH WASHINGTON COUNTY Bulletin
www.swcbulletin.com

Survey: No to 3M incinerator plan

Smithsonian-bound

WWW.SWCBULLETIN.COM

Woodbury Bulletin
www.woodburybulletin.com

Woodbury firefighter calls it a career

Posing for the Prom

\$2 million donation may make local arts center a reality

WWW.WOODBURYBULLETIN.COM

RiverTown Newspaper Group | A Division of Forum Communications