

Your Wedding Countdown by Shangri-La

6 Months Prior to Wedding

- Process registration of marriage
- Understanding wedding custom & culture
- Beauty treatment for the bride
- Budget planning for wedding ceremony
- Confirming the wedding helpers
- Prepare guests invitation list and estimated attendance
- Source for ideal venue for wedding ceremony & banquet
- Confirming the wedding planner & wedding theme
- Matrimonial home decorations
- Confirming furniture and home appliances for matrimonial home

4 Months Prior to Wedding

- Confirming ceremonial attire for bride, groom, bridesmaid bestman and flower girl and page boy
- Confirming jewel accessories for ceremony
- Fix appointment with photographer for wedding photography
- Beauty treatment for the bride
- Confirming honeymoon destination and itinerary

3 Months Prior to Wedding

- Apply for matrimonial leave
- Select and confirm wedding venue and theme, sign agreement and process deposit
- Confirm wedding car decoration and rental services
- Fix appointment with photography studio, MC and discuss for the moments of wedding
- Fix appointment with hair stylist and make up artist

2 Months Prior to Wedding

- Discuss on wedding menu, beverage and wedding logistics with hotel wedding specialist
- Confirm theme of wedding and services with wedding planner
- Select music for wedding ceremony
- Gather with wedding planner and hotel wedding specialist to discuss on wedding details and program
- Select prizes for participants who take part in the games during the wedding ceremony

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1 Month Prior to Wedding

- Confirm guest list
- Purchase wedding goodies
- Send out invitation cards
- Go through and confirm the schedule on wedding rundown with wedding helpers
- Confirm bridal hair style and make-up, on site make up artist stand by throughout the event.
- Schedule wedding decoration for the new house

1 Week Prior to Wedding

- Seating arrangement for wedding banquet
- Go through the schedule on the details of the wedding with MC, wedding planner and hotel
- Wedding rundown rehearsal, prepare script with MC
- Remain updated with the wedding day weather forecast and prepare backup plan if required
- Prepare check list for wedding schedule, confirming the personal items & red packet
- Confirming the route of advancement on the actual day of wedding
- Confirm the red packet receiving & issuing personnel.
- Facial / body massage
- Complete hair marcel and trimming
- Complete packing of luggage for honeymoon trip
- Prepare gift check list for family & friends
- Move in daily necessities for new home on auspicious date
- Bridal gowns and suits fitting
- Confirming with hotel wedding specialist:
 1. Final guarantee attendance and setup
 2. Dragon & Phoenix display and linens selection
 3. Table number setup standard
 4. Bridal room usage
 5. Signage details for Hotel Information Distribution System
 6. Honeymoon room setup for date of wedding
 7. Final confirmation of setup time for wedding planners

1 Date Prior to Wedding

- Confirm appointment with makeup artist & hairstylist, photography studio, car rental services.
- Re-confirm firecrackers, fireworks schedule
- Decorate new home with “Double Happiness” signs
- Salon visiting for beauty care and medicure
- Confirm red packet quantity for wedding day

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Day of the Wedding

- Check and ensure wedding dowry
- Finish dressed up within pre-planned timing
- Helpers to ensure that all wedding gifts/flower bouquet, red packet, cigarettes, lighters & confetti are ready
- Important items: matrimonial rings, love token, marriage certificate etc should be handled to MC by specially designated person
- “Grabbing” Geomancy from hotel

1-3 Weeks after Wedding

- Presents for wedding helpers
- Schedule return banquet timing
- Settlement of wedding expenses
- Sort out wedding pictures & CDs
- Print out wedding pictures for give away
- Gifts to friends and family during honeymoon
- Invite friends & family to new matrimonial house

Red Packet List for Wedding Date

- 1 red packet per guest
- 1 red packet per bridesmaid
- 10 for bridesmaid upon fetching of bride
- 1 red packet per driver
- 1 red packet for lion dance troupe
- 1 red packet for camera man, photographers, lighting engineer