

EVENT VENDOR & PHOTOGRAPHY CHECK LIST

INFO / VENDORS	INFO / NAME	CONTACT INFO	SOCIAL MEDIA @ OR #
Type of Event:			
Event Date:			
Start Time:			
End Time:			
Event Planner:			
Event Location 1:			
Event Location 2:			
Bride/Groom:			
Groom/Bride:			
How Many People:			
DJ/ Band:		Florist:	
Photographer:		Dress:	
2 nd Shooter:		ATTENDANTS DRESSES:	
Videographer:		Suits:	
Caterer:		Officiant:	
Bakery:			

Will there be a First Look? YES NO

(Please strike through anyone who will not be joining us and/or write in anyone you want included during the portrait session of the event not already listed. Also notate if there are any family members that should NOT BE photographed together, other limitations, or handicaps we need to take into account)

- o SPOUSE 1 & GRANDPARENTS
- o SPOUSE 1, GRANDPARENTS & SPOUSE 2
- o SPOUSE 1 & FATHER
- o SPOUSE 1, FATHER & MOTHER
- o SPOUSE 1, FATHER, MOTHER & SIBLINGS
- o SPOUSE 1, FATHER, MOTHER, SIBLINGS & SPOUSE 2
- o SPOUSE 1, FATHER, MOTHER, SIBLINGS, SPOUSE 2 & SPOUSES
- o SPOUSE 1, FATHER, MOTHER & SPOUSE 2
- o SPOUSE 1 & MOTHER
- o SPOUSE 1, SPOUSE 2 & ALL SIBLINGS
- o SPOUSE 1, SPOUSE 2 & ALL PARENTS

- o SPOUSE 2 & GRANDPARENTS
- o SPOUSE 2, GRANDPARENTS & SPOUSE 1
- o SPOUSE 2 & FATHER
- o SPOUSE 2, FATHER & MOTHER
- o SPOUSE 2, FATHER, MOTHER & SIBLINGS
- o SPOUSE 2, FATHER, MOTHER, SIBLINGS & SPOUSE 1
- o SPOUSE 2, FATHER, MOTHER, SIBLINGS, SPOUSE 1 & SPOUSES
- o SPOUSE 2, FATHER, MOTHER & SPOUSE 1
- o SPOUSE 2 & MOTHER
- o SPOUSE 2, SPOUSE 2 & ALL SIBLINGS
- o SPOUSE 2, SPOUSE 2 & ALL PARENTS

- o SPOUSE 1 INDIVIDUAL SHOTS
- o SPOUSE 2 INDIVIDUAL SHOTS
- o SPOUSE 1 & 2 WITH OFFCIANT
- o SPOUSE 1 WITH ATTENDANTS
- o BOTH SPOUSES WITH SPOUSE 1 ATTENDANTS
- o SPOUSE 1 & 2 WITH WEDDING PARTY
- o SPOUSE 2 WITH ATTENDANTS
- o BOTH SPOUSES WITH SPOUSE 2 ATTENDANTS
- o BOTH SPOUSES WITH FLOWER AND RING BEARER
- o ENTIRE WEDDING PARTY
- o SPOUSE 1 AND BEST MAN/WOMAN
- o SPOUSE 2 AND BEST MAN/WOMAN
- o SPOUSE 1 & SPOUSE 2

o ADDITIONAL: _____

I recommend having someone cocktail the wedding party & family with mimosa's (or cocktail of choice) water and light appetizers; as we do formal photographs, this avoids being rushed, getting dehydrated or wedding party participants wandering off during photos.

NOTE: We will do all photographs with grandparents first, then children so we can release them as soon as possible. Please attach itinerary of event with this sheet when you return to your photographer.

PLEASE ENCOURAGE GUESTS TO PROCEED TO RECEPTION VENUE WHILE WE DO PORTRAITS, THIS WILL AVOID DISTRACTIONS, AND DELAYS. I WILL NEED EVERYONES ATTENTION, SO WE CAN GE THE BEST SHOTS!