Save-the-Date Checklist

Wedding date: _____

Send-by date (6-9 mo before): _____

Total to send: _____

Budget: _____

TO-DO

- ☐ Finalize wedding date
- ☐ Choose design / theme
- ☐ Compile addresses
- ☐ Order printed cards (or design digital)
- ☐ Order custom stamps
- ☐ Address envelopes
- ☐ Stuff & seal envelopes
- ☐ Take to post office
- ☐ Send digital save-the-dates
- ☐ Set up wedding website
- ☐ Update guest tracking spreadsheet

TRACKING

GUEST NAME	SENT	OPENED/RECEIVED	NOTES