

# Destination Bandon – Wedding Checklist

Planning a wedding away from your home base can be especially difficult, so we have prepared a checklist to help you get started for the perfect occasion in this very special place.



As early as possible:

- Pick a date and confirm availability in the **Cypress Room at Bandon Crossings**
  - Review and sign the contract
  - Secure your date with deposit
- Work out a budget
- Designate a wedding planner, either a professional or a trustworthy friend/family member
- Draft the guest list and estimate wedding size
- Select a caterer and confirm the date is available for them
- Lodging, select one or more of the following:
  - Reserve lodging for the wedding party and important out-of-town guests
  - Book [vacation homes](#) for family members and friends
  - Reserve a honeymoon suite
  - Set aside block of rooms at a nearby hotel

The next step:

- Select attendants
- Create a wedding website or Social Media page with details on travel, lodging and fun Bandon activities
- Refine your wedding guest list
- Send out Save the Date cards or emails or use a wedding website to let them know where to find more info on your wedding
- Arrange your own transportation to Bandon, and plan to have someone arrive early to welcome your guests
- Book rehearsal dinner and other pre-wedding events
- Set a date for a special pre-wedding golf outing at Bandon Crossings, with fun for golfers and non-golfers alike (rental clubs and lessons or clinics available)

- Order invitations with plenty of information and request RSVP
- Mail them out (make sure to get postage!)
- Start tracking RSVP's
- Review our wedding schedule and plan for the day of coordination.

For yourself and your wedding party:

- Select a wedding gown or formal wear
- Select guidelines for wedding party clothing
  - attendants
  - flower and ring bearers
  - color selections
- Select gifts for attendants and/or parents. Consider getting local specialties.
- Purchase wedding rings and accessories

Secure additional wedding vendors, with contracts and deposits. Create schedule for required payments:

- Photography (create shot list)
- Videographer
- Florist
- Officiant
- Bakery
- Hair Stylist/Makeup
- DJ or Band (arrange song list)
- Additional rentals

60 days in advance: Make the 2<sup>nd</sup> payment for the Cypress Room

30 days in Advance:

- Make payment to Bandon Crossings for the Security Deposit
- Finalize beer and wine order with Bandon Crossings and make the payment

Last minute details (1 to 6 weeks in advance)

- Check with anyone who has not sent an RSVP
- Provide head count to caterer and venue
- Ensure all vendor payments are made and arrange for a single person to make any final payments on the wedding day.
- Arrange for the [wedding license](#)
- Pack your bags ahead of time
- Arrange for transport of any gifts, decorations, etc.
- Arrange for wedding day shuttle service if needed
- Pick up any wedding attire
- Arrive in Bandon in time for some well-deserved relaxation so you are rested and ready for the big day!