Wedding day timeline and shot list

Fill this in before the day and send it back to your photographer.

Write what you know and skip what you do not. Short notes are fine. Your photographer will go over the rest with you.

How to use it

- Timeline: list the moments you already know, with a time and a place for each.
- Group photos: write one group per line, with the names and how people are related. Put the must-haves first.
- People: add your contact for the day and anyone else the photographer will work with.
- The rows marked EXAMPLE show how to fill one in. Delete them or write over them.

1. Timeline of the day

Time	Moment	Where	Who is needed	Notes
3:00 pm	*EXAMPLE: Ceremony*	*Venue garden*	*Both families*	*Delete this row*

2. Family and group photos

One group per line. Add names and how people are related to you. If some people would rather be photographed separately, tell your photographer.

Group	Names	How they are related	Must have or nice to have	Done
EXAMPLE: Bride with parents	*Jane Doe, Ann Doe, Tom Doe*	*Bride, mother, father*	*Must have*	

3. Key people and vendors

Role	Name	Phone	Notes
EXAMPLE: Contact on the day	*Sam Doe*	*555-0100*	*Best friend, knows the family*
Contact on the day			
Planner or coordinator			
Venue contact			
Florist			
DJ or band			
Other			
Other			

Anything else