Wedding Day Timeline Template

Two sample timelines and a blank page to fill in. Share the final version with every vendor and your wedding party a week before the day. Check sunset time if you want golden-hour portraits.

SAMPLE: 4:00 PM CEREMONY

Time	What happens	Who is responsible
10:00 AM	Hair and makeup begins (allow 45–60 min per person)	
12:30 PM	Photographer arrives — detail shots	
1:30 PM	Couple gets dressed	
2:00 PM	First look and couple portraits (optional)	
2:45 PM	Wedding party and family photos	
3:30 PM	Guests arrive; ushers seat guests	
4:00 PM	Ceremony (20–40 minutes)	
4:40 PM	Cocktail hour; remaining family photos	
5:45 PM	Guests seated for dinner; grand entrance	
6:00 PM	Dinner service	
7:00 PM	Toasts and speeches	
7:30 PM	First dance; dancing opens	
8:30 PM	Cake cutting	
10:30 PM	Last dance and send-off	

SAMPLE: 3:00 PM CEREMONY

Time	What happens	Who is responsible
9:00 AM	Hair and makeup begins	
11:30 AM	Photographer arrives — detail shots	
12:30 PM	Couple gets dressed	
1:00 PM	First look and portraits (optional)	
1:45 PM	Wedding party and family photos	
2:30 PM	Guests arrive	
3:00 PM	Ceremony	
3:40 PM	Cocktail hour	
4:45 PM	Grand entrance and dinner	
6:00 PM	Toasts	
6:30 PM	First dance; dancing	

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7:30 PM	Cake cutting
9:30 PM	Send-off

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YOUR TIMELINE

Time	What happens	Location	Who is responsible