

Your Wedding Countdown by Shangri-La

6-12 months before
□ Both parties' parents to meet and discuss on wedding date and details of the wedding
□ Gather wedding information for planning and budgeting
□ Prepare guest invitation list and forecast attendance
□ Select and book venue for wedding ceremony and banquet
□ Initial stage of planning on wedding decoration and theme
□ Confirm bridal photography studio, bridal gown and car rental services
□ Begin regular facial and hair treatments
□ Pre-Marital health examination
4 months before
□ Understand the local culture and custom in weddings
□ Purchase wedding rings and jewelries
□ Plan in advance for finance management and family planning
□ Purchase furniture and home appliances for new home
□ Wedding photography
□ Confirm best man and bride's maid
□ Plan for honeymoon
☐ Fix appointment with hair stylist to choose the hair styles for wedding day
□ Facial treatment for the bride
[Treat yourself at CHI, The Spa of Shangri-La Hotel, Beijing. Offer the personalization features by our professional therapist, with an extra 10% off for all "bride-to-be"]
□ Fitness treatment
[For invigoration, join our Shangri-La Gymnasium, with our professional fitness instructor weekly customized training plan, you will show your perfect feature on your big day]
2 months before
□ Confirm bridal hair style and make-up
□ Order wedding invitation cards
□ Complete wedding photography
□ Confirm bridal gown and suits, choose gowns for mothers and suits for fathers
□ Plan wedding coordinator's duties and responsibilities on the wedding day
□ Select helpers at reception. (Helpers need to know both parties' guests)
□ Confirm a Master-of-Ceremony
□ Detailed planning of wedding program



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6 weeks before
□ Select and invite the witnesses for wedding signing ceremony
□ Reserve bridal car and parking space
□ Apply for marriage leave
□ Bridal gowns and suits trial
□ Confirm honeymoon destination and itinerary
4 weeks before
□ Confirm wedding details
□ Send out invitation cards
□ Confirm helpers name list and duty roster
□ Purchase wedding goodies and beverages for wedding reception
□ Ensure all daily necessities for new home are in order
□ Purchase honeymoon necessity
□ Choose menu for food tasting
[To ensure the quality of our wedding banquet menus, our Chef will adjust the menu based on feedback receiving from the couple and family members]
□ Groom to make appointment for facial treatment
[Please consider the special packages for new couple at CHI, The Spa of Shangri-La Hotel,
Beijing: Chi Vitality Facial/Detoxifying Lymphatic Massage]
2 weeks before
□ Confirm wedding details, hairstylist, makeup artist and photographer
□ One more appointment for facial treatment
□ Visit the hair salon
1 week before
□ Confirm guest list
□ Confirm final wedding details
□ Final confirmation of set-up time, guest list, wedding procedure and etc
□ Confirm the schedule on wedding rundown with all helpers
☐ Go for manicure, pedicure & beauty treatment



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i day before
□ Confirm appointment with makeup artist & hairstylist
□ Prepare cash for dowry and Hong Bao
□ Confirm all the accessories, silk stockings, shoes and etc
□ Send all beverages and goodies to hotel for wedding reception
□ Prepare ID card if checking in to the hotel
□ Wedding planning company to do set up
□ Wedding rehearsal
☐ Ensure sufficient rest and avoid drinking too much water before bed
□ Go for a massage
[CHI, The Spa from Shangri-La Hotel, Beijing. The professional spa therapists will choose the right essence oil especially for you; their skillful massage technique will make you feel extremely relax and comfortable].
1 Day of the Wedding
□ Have a hearty breakfast
□ Invite good friends to bride's home to pick up the bride
□ Dress up
□ Ensure someone assist to look after the valuables
☐ Hotel to prepare snacks in bridal room for couple
☐ Maintain the high spirit and enjoy the once in a lifetime experience

Kind Reminders from Wedding Specialist:

- Bridal couple to pay attention to their health and diet
 - ✓ Avoid spicy food and strong taste food
 - ✓ Light and nutritious food are highly recommended
 - ✓ Try not to have strenuous exercise, keep a relaxed mind which will relieve all stress and pressure
- Recommend the bride to wear a medium height shoes instead of an extreme high heels as the bride will be standing for all day long. (Suggest white, silver, gold or light color for easy matching)
- Suggest the groom to have two suits, formal attire and regular suit. (Or have one traditional costume based on nationality)
- Standby empty Hong Bao at reception table for guests
- Massage your eyes before going to bed to avoid the dark circle
- Drinking some Jasmine tea will help to relax