



Introductions & Making a Connection

- Introduce yourself: Make it personal but keep it professional.
- Ask about the couple & their lives outside of wedding planning.

The Basic Wedding Info

- Getting Ready Location & Start Time
- Ceremony Location & Start Time
- Additional Photo Locations other than the venue
- Reception Location & Start Time
- Wedding Planner Info (if applicable)
- Guest Count
- Sunset Time

The 3 Most Important Events to Capture

- 1.
- 2.
- 3.



Timeline Building & Other Tips

- Discuss golden hour and lighting expectations based on the time of year & ceremony time.
- Transition/set-up time for different venues.
- Build in extra time for larger wedding parties of 10 or more.
- Don't rely on the couple to select photo locations. You are the pro!
- Second Photographer coverage (if applicable)
- Where are the inspo pictures and shot list being stored?

Timeline Sections & Topics For The Big Day

Getting Ready & Details

Family

Reception Events

First Look

Wedding Party

Send Off / Exit

Ceremony

Couple's Portraits

Special Requests

* See detailed timeline planning & tips on next page

Detailed Timeline Prep, Questions & Tips

* Indicates helpful tips to communicate to the couple

Getting Ready

- Photography Start Time
- Bride Getting Ready
- Details & Bridal box items
- Groom Photos

**All hair & make-up complete when the photographer arrives unless additional time is added.*

**Bride needs to go in the middle of H&MU lineup to ensure she is on time.*

**Flowers need to arrive before the photographer arrives if she wants those in her detailed images.*

**Clear any clutter out of the room for a clean space.*

First Look

- Will you want to have a first look?
- Who will you want a first look with?
- Will this be a private first look or other people watching?
- Will there be vows/gifts exchanged?

Ceremony

- Ceremony Start Time & Length of Ceremony
- What is most important to capture - bride walking down the aisle or groom's reaction?
- Where does the team need to stand to be respectful of the ceremony?
- Are there limitations to flash in the ceremony location?
- Are there limitations to where the team members go during the ceremony?
- Will the marriage license be signed after the ceremony?

**Bride needs to walk slowly coming down the aisle.*

**Hold your first kiss for 2-3 seconds.*

**Walk slowly coming back down the aisle after the first kiss.*



Family Photos

- Shot list

**Have all family members stay seated after the ceremony.*

**Ask about any sensitive family situations.*

Wedding Party

- How many are in the wedding party?
- Will you want individual photos with each of your wedding party members?
- How many ring bearers/flower girls?

Couple's Photos

- Do you want more formal, candid, or a mix?
- On a scale of 1 to 10, how involved do you want me to be with posing and direction?
- Are there any insecurities to be aware of when taking photos?

Reception & Events

- Will you have a formal entrance?
- Will you want to have a first dance? If so, who will be involved?
- How many speeches & toast? Please list out the names.
- Cake cutting?
- Bouquet / Garter Toss?
- How important is the open dance floor to cover?
- On a scale from "Laid Back to Party Central", where would your reception atmosphere fall?

Send Off

- Will you want to have a send off?
- Will this be a faux send-off or to close out the night?
- Will you want to have a private dance before the send-off?
- What items will be used? Sparklers, bubbles, getaway car, etc.

**Communicate the end times with the couple and when DJ makes the send off announcement so you can leave on time.*

***Please remember to input all wedding details & timeline back into the portal after your consultation calls for all other team members to view.**

"Together is our favorite place to be"
—unknown