

# Comprehensive Wedding Budget Outline

## Planner's Sample Document

---

### Event Details

Client Name

Wedding Date

Venue

Estimated Number of Guests

### 1. Venue & Rentals

Item/Service	Estimated Cost	Actual Cost	Notes
Venue Rental			
Tenting/Outdoor Structures			
Tables & Chairs			
Linens			
Tableware (Plates, Glassware, Cutlery)			
Other Rentals			

### 2. Attire & Beauty

Item/Service	Estimated Cost	Actual Cost	Notes
Bride's Attire & Accessories			
Groom's Attire			
Bridal Party Attire			
Hair & Makeup			

### 3. Ceremony

Item/Service	Estimated Cost	Actual Cost	Notes
Officiant			
Ceremony Decor			
Music/Audio			

### 4. Reception

Item/Service	Estimated Cost	Actual Cost	Notes
Catering (Food & Beverage)			
Bartenders/Servers			
Wedding Cake/Desserts			
Reception Decor (Lighting, Centerpieces, Florals)			
Entertainment (Band/DJ)			

## 5. Photography & Videography

Item/Service	Estimated Cost	Actual Cost	Notes
Photographer			
Videographer			
Photo Album/Prints			

## 6. Flowers & Decorations

Item/Service	Estimated Cost	Actual Cost	Notes
Bouquets & Boutonnieres			
Ceremony Floral Arrangements			
Reception Flowers			
Other Decor			

## 7. Stationery

Item/Service	Estimated Cost	Actual Cost	Notes
Invitations & Save the Dates			
Programs			
Signage			
Menus, Place Cards			

## 8. Transportation

Item/Service	Estimated Cost	Actual Cost	Notes
Bridal Party Transportation			
Guest Transportation/Shuttles			
Valet/Parking			

## 9. Gifts & Favors

Item/Service	Estimated Cost	Actual Cost	Notes
Welcome Bags			
Bridal Party Gifts			
Wedding Favors			

## 10. Planner & Miscellaneous

Item/Service	Estimated Cost	Actual Cost	Notes
Wedding Planner/Coordinator			
Insurance			
Tips/Gratuities			
Contingency Fund			

**Total Estimated Budget:** \_\_\_\_\_

**Total Actual Spent:** \_\_\_\_\_