

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: _____